

# **DIVISION OF PUBLIC WORKS**



## **2008 ANNUAL REPORT**

***SUBMITTED BY CLINT E. BELLAR, SERVICE DIRECTOR***

## **INTRODUCTION**

*The Public Works Department is comprised of four divisions (Service, Water, Waste Water, and Cemetery) which are basically responsible for the administration and maintenance of roadways, sign installation and repair, snow and ice control, brush and leaf programs, Public Works buildings and property maintenance, storm and sanitary sewer maintenance and repair, waste water treatment, cemetery maintenance, water billing, collections, mains, meters, hydrants, valve maintenance and repairs, all City vehicle maintenance and repair, and the monitoring of all services contracted out.*

*The department's 2008 full-time personnel was 40 at year end.*

*In addition to the primary responsibilities outlined above and in the annual report, the Public Works Department aids, assists and constructs improvements for other City departments. Public Works manpower, equipment and materials are also utilized to support the daily and/or emergency requests from other departments.*

*Numerous inquires and requests received from residents, City Council and City staff personnel are responded to according to their priority, with Council requests being given first consideration. Any request which would present a hazard is addressed immediately. Other requests, of a less urgent nature are scheduled as time, personnel, equipment and weather permit. Supervisory and labor personnel meet frequently with residents to advise or make recommendations to help resolve their concerns. Public Works Department personnel are instructed to respond to the public with respect and courtesy.*

*The following report is intended to provide a more in-depth outline and description of the Public Works Departments yearly performance.*

### ***MAJOR ACCOMPLISHMENTS FOR 2008***

1. Northfield Road Water main Completed
2. Extensive in-house street repairs as a result of resurfacing budget cuts
3. Continuance of our class IV composting facility resulting in a nice final product (leaf humas) to give back to our residents. The implementation of our own composting facility has also saved thousands of dollars in dumping fees. Our facility is inspected monthly by the Board of Health with excellent reviews for 2008.
4. Purchase of the Knights of Columbus Building.
5. Annual Sanitary sewer repairs, manhole rehabilitation, and line grouting
6. Solon Road Concrete Repairs.
7. Repaving of Center Road.

### ***MAJOR PURCHASES FOR 2008***

1. Purchase of a new Salt Truck and Plow for Service.

**2008 PUBLIC WORKS DEPARTMENT**

**CLINT E. BELLAR, DIRECTOR**

**HELEN DARDY, ADM. SECRETARY**

**SERVICE DEPARTMENT  
ROBERT L. DUBER, SUPT. OF PUBLIC WORKS**

**CREW LEADERS**

Alan Thomas  
Grayling Ross  
Rick Hollan

**HEAVY EQUIPMENT OPERATORS**

Scott Stoffl

**CARPENTER**

Tony Romito

**EQUIPMENT MECHANICS**

Rick Gromovsky (Shop Foreman)  
Frank Horney  
Bryan Olschansky

**BODY MAN**

Brian Dickard

**EQUIPMENT OPERATORS**

Matt Gaborko  
Frank Spagnoli  
Jason Vespucci

**MAINTENANCE WORKER**

William Darr  
Ed Kearney  
Dennis Favazzo  
Mike Nero  
Nick Scheafer  
Jason Piscura  
Bob Depew

**WASTE WATER TREATMENT PLANT**

JASON MILANI, SUPERINTENDENT  
JON TURK, ASST. SUPERINTENDENT

**LAB TECHNICIAN**

Todd Assad

**MAINT. MECHANICS**

Dante Spagnoli  
Bill Catalano

**PLANT OPERATOR**

John Webb  
Jeff Peters

**PLANT MAINT. WORKER**

Jeff Boehm  
Bill Putka  
Kurt Pausch

**WATER DEPARTMENT**

SHAWN FRANCIS, SUPERINTENDENT

**CREW LEADER**

Frank Dulik

**BILLING CLERKS**

Lynda Yarish  
Joanie Law

**MAINTENANCE WORKER**

Ed Barth  
John Sokolowski  
Frank Graci

**METER READERS**

3 Part Time

**EQUIPMENT OPERATOR**

**CEMETERY**

**EQUIPMENT OPERATOR**

Scott Spencer

### ***ROAD MAINTENANCE PROGRAM***

Accomplishments in the 2008 Road Maintenance Program were completed through the utilization of city forces and equipment, and by contract for asphaltic overlays, chip and seal coating, and concrete repairs. Included in the street maintenance program are apron repairs, guardrail repairs, paint striping, curb repair, berm repair, cold patching, street sweeping, and debris removal.

### **STREET IMPROVEMENTS - ASPHALT OVERLAY**

Due to Budget restraints for the 3<sup>d</sup> year, the 2008 resurfacing was limited to Center Road.

### **CONCRETE STREETS – REPAIR JOINTS AND SLABS**

Solon Road

### **REJUVENATING PROJECT**

Each year the streets that were paved the previous year are sprayed with pavement rejuvenator to put oils back into the asphalt and extend the life of the street. For 2008, this work was not done do to budget restraints

### **CRACKSEAL PROGRAM**

The crackseal program proposes to extend the life expectancy of the roadways by sealing out water, ice, and other materials which penetrate voids in the pavement.

The Service Department performed crack sealing on all of the in-house road repairs in 2008.

### STREET MAINTENANCE MAN HOURS 2008

|  |            |
|--|------------|
| Street Repair (Curbs, aprons, berms, asphalt,) | 4180 hours |
| Guardrail Repair                               | 48 hours   |
| Paint Striping                                 | 876 hours  |
| Clean Debris                                   | 48 hours   |
| Cold Patch                                     | 1868 hours |
| Street Sweeper                                 | 831 hours  |
| Repair Brick streets                           | -0- hours  |
| Trenching road ditches                         | -0- hours  |

### SNOW AND ICE CONTROL

The cost of snow and ice control is a large share of the street maintenance budget, and at the end of the year there is little to show for all the man-hours and equipment usage. However, this service provides safe passage for pedestrians and motorists.

For the 2008 winter season the NEOSO Consortium we were in with 34 other communities dropped the ball when it came to bidding dates, contract language, etc., resulting in no bids from the salt companies. Thus, costing us more than double what we normally would have spent for rock salt.

In many ways the public take snow and ice control for granted inasmuch as their tax dollars provide funds. However, city personnel work long tedious hours to provide and improve this service and are extremely proud of the job done. This department is aware that a good snow and ice control program is important to the City's public relations and economic well being.

Responding to snow and ice emergencies is a team effort between the Police and Public Works Department. The police notify a crew leader when conditions warrant mobilization of snow removal crews, in turn, the crew leader contacts the appropriate number of personnel to handle the situation.

A typical snow removal crew consists of seven people, five drivers for the large trucks, one driver for a one ton truck, and crew leader or supervisor to monitor the operations and log the time that each street is plowed or salted.

### SNOW AND ICE REMOVAL MAN HOURS 2008

730 Regular Hours

1598 Overtime Hours

## ***STORM AND SANITARY SEWERS***

This program addresses maintenance of the City's infrastructure of the storm and sanitary sewer systems. Both systems are on a five year maintenance program. The maintenance program includes cleaning and root cutting with our sewer jet, T.V. inspection of house laterals when warranted, and smoke testing to keep storm water out of our sanitary sewers and vice versa. All catch basins are cleaned once yearly with our vac-all and the ones that are collapsed or deteriorated are rebuilt.

Both systems must be kept free of blockage in order to insure free flow of water and proper drainage. Most blockages result due to silt settlement, detergent/grease buildup, debris, litter, leaves, etc. Blockages are cleared by utilizing our sewer jet, which breaks up the material by forcing high pressure water through the pipe and washing it out. Other blockages may be the result of a pipe separation, break or deterioration. These blockages require repair, replacement and/or reconstruction of the damaged structure.

Man hours not included in the sewer programs are hours worked opening blocked house sewers. These hours are included in the miscellaneous/shop. The two employees that for the most part work on the house sewers are the sign dept. employees.

2008 HOUSE SEWERS – 834 total, approximately 1/2 to 1 hour per sewer call.  
AFTER HOURS SEWER CALLS – 1,506 hours overtime.

### **STORM AND SANITARY MAN HOURS 2008**

|                                |            |
|--------------------------------|------------|
| Sewer Crew                     | 3747 hours |
| Sewer Jet                      | 122 hours  |
| Vac-all (catch basin cleaning) | 340 hours  |
| Smoke/Dye test/T.V.            | 19 hours   |
| Catch Basin Repair             | 1016 hours |
| Sewer Repair                   | 644 hours  |
| Repair Manhole Risers          | 20 hours   |
| Sewer Tie-ins                  | 48 hours   |
| Scupper Installation           | 0 hours    |
| Cresswell Creek                | 0 hours    |

Over the past five years the complete sewer system has been televised, as a result, the problem areas have been located and are being scheduled for repairs in the five year capital plan with approx. \$100,000.00 per year in repairs, replacement, grouting and manhole rehabilitation.

Each year since 1993, \$15,000.00 per year has been budgeted to conduct downspout dye testing to locate illegal connections to our sanitary sewer system.

### **LANDSCAPING - PARKS/PUBLIC LANDS**

These hours include maintenance such as hedge trimming, grass cutting, treelawn repair from plow damage and tree removal, sidewalk snow removal, and sidewalk repairs. Also included is planting of flowers throughout the city, leaf collection, stump removal, chipper service, and the installation and removal of Christmas Decorations, which have improvements every year.

#### **LANDSCAPING - PARKS/PUBLIC LANDS MAN HOURS 2008**

|  |            |
|--|------------|
| Landscape/Plant Flowers/Bricks at Commons etc. | 3347 hours |
| Stumper/Chip removal                           | 544 hours  |
| Chipper Service                                | 2112 hours |
| Leaf Collection                                | 2243 hours |
| Clean Downtown Sidewalks                       | 132 hours  |
| Mailbox Repair                                 | 24 hours   |
| Christmas lights                               | 1352 hours |
| Snow Fence                                     | 20 hours   |
| Haul Humas/Wood Chips                          | 40 hours   |
| Street Dance/Produce Market/Bedford Falls/etc. | 85 hours   |
| Repair Square                                  | 340 hours  |

### **MISCELLANEOUS / SHOP**

Our miscellaneous items include, Sign Department Duties, Vehicle Maintenance Personnel. The Sign Department duties include replacement of signs due to accidents and deterioration, all house sewers, removal of debris from our roadways, etc.

The Vehicle Maintenance Personnel are responsible for the maintenance and repair of all city owned vehicles.

The hours also include many projects completed for other departments with public works employees.

#### **MISCELLANEOUS / SHOP MAN HOURS 2008**

|                               |            |
|-------------------------------|------------|
| Equipment Repair              | 5225 hours |
| Body Shop                     | 1617 hours |
| Sign Department/carpentry     | 1502 hours |
| Compost Facility              | 486 hours  |
| Assist Water Dept.            | 240 hours  |
| Haul Debris from Service Yard | 103 hours  |
| Shop Repairs/Cleaning         | 1004 hours |
| Equipment Cleaning            | 240 hours  |
| Catch Basin Stenciling        | 0 hours    |
| Assist Recreation             | 703 hours  |
| Work at City Hall             | 252 hours  |
| Storm Clean up                | 509 hours  |
| Misc. Work Orders             | 67 hours   |
| Asst Waste Water              | 24 hours   |
| Prep for Parades              | 50 hours   |
| Auction                       | 0 hours    |
| Traffic Control               | 40 hours   |
| Haul Snow                     | 40 hours   |
| Assist Building Dept.         | 48 hours   |
| Assist Police Dept.           | 34 hours   |
| Safety Training               | 100 hours  |



## **WATER DEPARTMENT**

In 2008 the City of Bedford Water Dept. had no violations. The USEPA required sampling for Disinfections by Products came to a completion. The results were documented and reported to the USEPA, which will result in new sampling in 2012. The City of Bedford will continue with its normal sampling of water required by the EPA until then.

During the 2008 year the Water Dept. repaired 34 main breaks. Sections of the old main were cut out 3 times. We cut out 2 old valves and replaced with new. Five hydrant valves were replaced and new bolts were put in five main line valves. The remaining breaks were repaired with 19 various sized clamps. The water mains were shut down 13 times resulting in Boil Advisories for the affected areas. Twenty-four fire hydrants were replaced and we dug up 14 curb stop for shut off. Five curb stops were replaced.

In 2008 the water department focused on replacing and repairing the fire hydrants throughout the city. Thirty-four hydrants were put back into service. Many man hours were spent completing the disconnection of the old 8" water main and fire hydrants on Northfield Road. The department also put many hours into repairing and maintaining the water system, including updating maps and valve locations.

Frank Dulik is continuing his hours of continued education required by the Dept. of Commerce and OEPA. Frank oversees the Backflow Dept.

The water dept. consists of many various jobs. Each day they perform several different jobs which consist of the following.

### **WATER DEPARTMENT MAN HOURS 2008**

|                                  |           |
|----------------------------------|-----------|
| Inventory                        | 10 hours  |
| Install/Repair Pit Meters        | 30 hours  |
| Flow Test                        | 40 hours  |
| Main Breaks                      | 272 hours |
| Meter Cards/Hydrant Cards        | 50 hours  |
| Repair Tree lawns                | 75 hours  |
| Locate Curd Boxes & Water Lines  | 300 hours |
| Finial Readings                  | 300 hours |
| Service line/Curd box Repair     | 200 hours |
| Water turn off                   | 720 hours |
| Read Monthly Accounts            | 384 hours |
| Check Readings/Check for Leaks   | 630 hours |
| Special Purpose Bacterial Sample | 50 hours  |
| Install 1", 1 1/2", & 2" Meters  | 20 hours  |
| Monthly Report to EPA            | 48 hours  |
| Chlorine Sample                  | 178 hours |
| Flow Tests & Meter Repair        | 80 hours  |

|                                    |           |
|------------------------------------|-----------|
| Read Monthly Accounts              | 270 hours |
| Check Readings/Check for Leaks     | 600 hours |
| Special Purpose Bacterial Sample   | 24 hours  |
| Install 1", 1 1/2", & 2" Meters    | 20 hours  |
| Monthly Report to EPA              | 48 hours  |
| Chlorine Sample                    | 178 hours |
| Flow Tests & Meter Repair          | 65 hours  |
| Install/Repair Remote Meters       | 127 hours |
| Read Master Meters                 | 25 hours  |
| Repair/Rebuild Hydrants            | 160 hours |
| Consumer Confidence Report         | 18 hours  |
| Time with Contractors              | 500 hours |
| Backflow Notification & Inspection | 900 hours |
| Miscellaneous                      | 300 hours |
| Continuing Education               | 250 hours |

Miscellaneous hours consist of paperwork, box and bag old meters, pick up parts, chain bypasses, clean trucks, clean office, deliver rust remover, rusty water calls, flushing hydrants, and responding to customer complaints regarding smell, color and taste of the water.

In conclusion the Water Department will continue the maintenance of equipment, which includes cleaning trucks, offices, and tools. Working with various contractors, engineering firms, assisting with new projects, and providing the best service and drinking water to the residents of Bedford.

# **CEMETERY REPORT 2008**

## **MONTHLY TOTALS**

|          |          |           |          |
|----------|----------|-----------|----------|
| January  | 2,860.00 | July      | 3,785.00 |
| February | 2,125.00 | August    | 4,660.00 |
| March    | 3,625.00 | September | 2,000.00 |
| April    | 3,350.00 | October   | 5,250.00 |
| May      | 825.00   | November  | 2,050.00 |
| June     | 6,550.00 | December  | 2,150.00 |

**TOTAL \$39,230.00**

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|                         |           |
|-------------------------|-----------|
| Sale of Lots/Adults     | 21,525.00 |
| Sale of Lots/Infants    |           |
| Opening/Closing-Adults  | 8,050.00  |
| Opening/closing-Infants |           |
| Cremations              | 2,100.00  |
| Memorial Foundations    | 3,055.00  |
| Tents                   | 1,000.00  |
| Miscellaneous           | 3,500.00  |

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|                   |    |
|-------------------|----|
| Number of Burials | 23 |
| Cremations        | 13 |
| Foundations       | 23 |
| Sale of Lots      | 40 |

Cemetery Man Hours      3477 regular hours      62 hours overtime

## **SUMMARY**

*The field of modern public works, dealing as it must with complex material, structures, equipment, and supplies, is sometimes associated in the Public's mind with the routine, even dull side of City related affairs.*

*It is true that a well administered Public Works Program may not be particularly conspicuous to the general public. These tasks as accomplished day by day are so much a part of life and living that they are taken for granted. Only in their absence, only in the break in this continuity, are they suddenly missed and understood by those whom they serve. The professionals who make Public Works "work", pride themselves in the anonymity of their activities.*

*We professional Public Works Employees view the aspect of city life with which we deal as seldom dull. Fiscal crisis, labor relations, the workings of the political process, demands of new technology, natural perils from floods to snowstorms, increased ecological and environmental concerns, new personnel management techniques - - all demand a high standard of professionalism.*

*With this in mind, Public Works is seen in its true light as vital, interesting, demanding and deeply rooted with the human relations of the community.*



## **Wastewater Treatment Plant Annual Report, 2008**

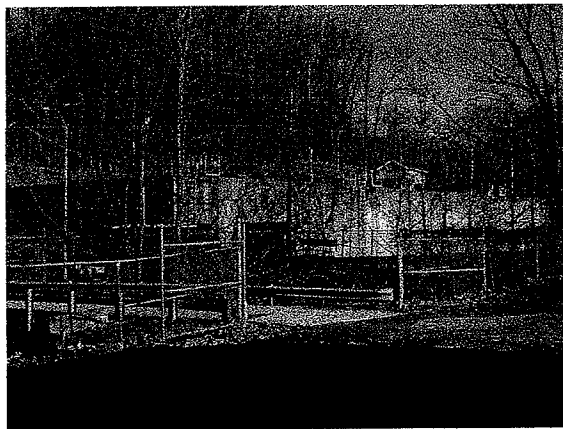
Jason M. Milani, Plant Supt.

### **Plant Flow:**

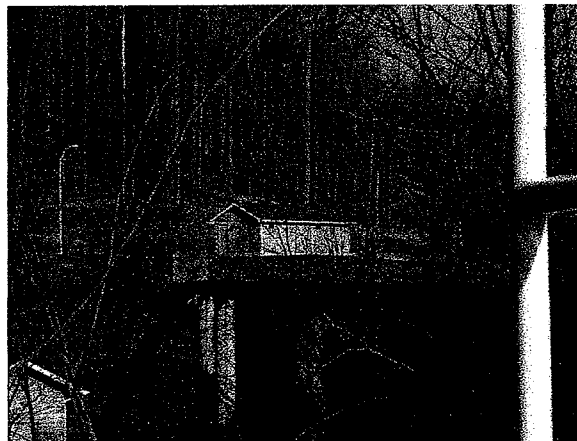
During the year of 2008 the Bedford Wastewater Treatment Plant treated a total flow of 965,501,000 (nine hundred sixty five million, five hundred one thousand) gallons.

Average daily flow for 2007 was 2.638 million gallons. This was a slight increase from 2007 (0.027 MGD/day or 27,000 gallons per day).

### **Flow Control/ Equalization basin:**



**Plant Equalization basin**



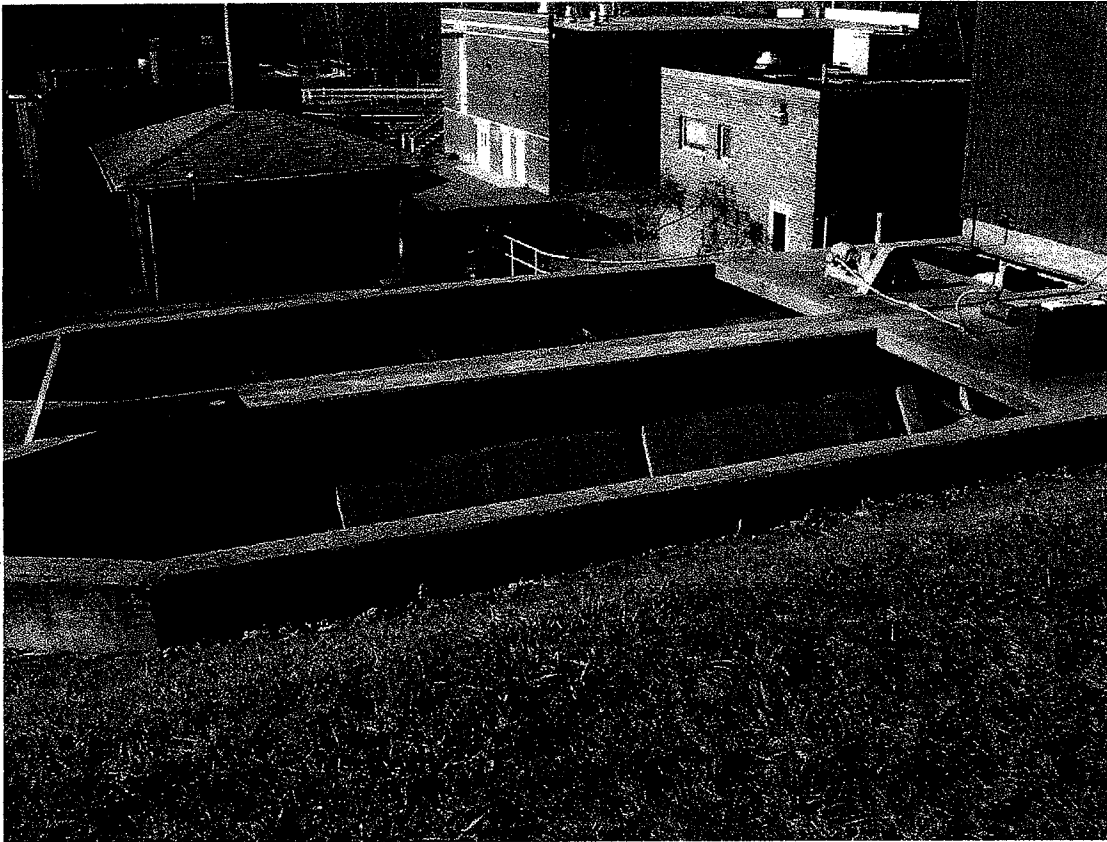
**Flow control building and main trunk line**

The plant flow is controlled by a sluice gate prior to the equalization basin. The sluice gate receives a 4-20 milliamp signal from the plant flow meter and opens or shuts accordingly to maintain flow at a rate which is optimal for desired plant performance. When the gate closes, flow is diverted into the equalization basin. This wastewater is then pumped back into the plant when influent flows decrease. (usually during the nighttime). This is accomplished manually at operator discretion. When the equalization basin is emptied, the entire floor must be cleaned using fire hoses to move the residual

sludge to the pump hopper chamber where it can be pumped back into the plant for further treatment. When it is not convenient or practical to pump the sludge into the plant, one foot of wastewater is left in the tank to mask odors emanating from the residual sludge.

When the capacity of the equalization basin is exceeded (2.1 million gallons), It overflows into the plant outfall where it is merged with the final effluent.

### **Preliminary Treatment:**



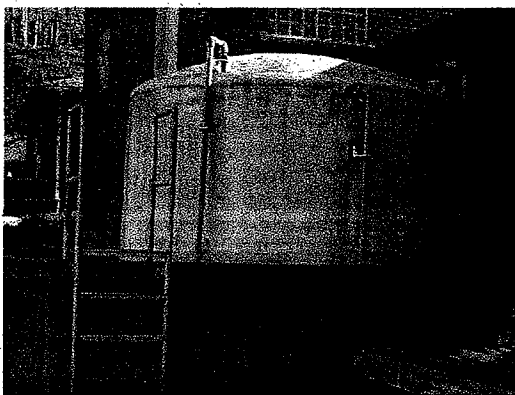
### **Grit Chambers**

As wastewater flows into the headworks of the plant it is divided into two channels. Each channel is equipped with a coarse bar screen that filters out large objects. The comminutors are located directly after the bar screens. These devices shred the finer debris that make it through the bar screens. One comminutor is not operational at this

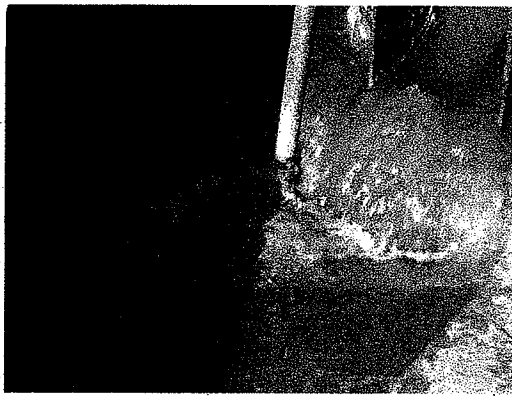
time and the other is a newer unit, which has been trouble free since it's purchase and installation three years ago.

The wastewater then flows into two grit removal channels where the velocity of the sewage is maintained at a rate where the inorganic particles (grit) are settled out. Grit is removed because it's abrasive nature can damage pumps and other plant equipment. The accumulated grit is then drained into the grit storage bed. This is disposed of in a roll off box supplied by B.F.I. and taken to a sanitary landfill.

#### **Ferric Chloride:**



**Ferric Chloride Storage Tank**



**Ferric Chloride addition to influent**

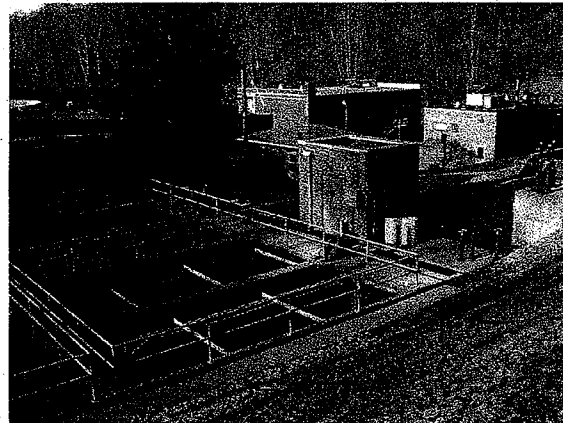
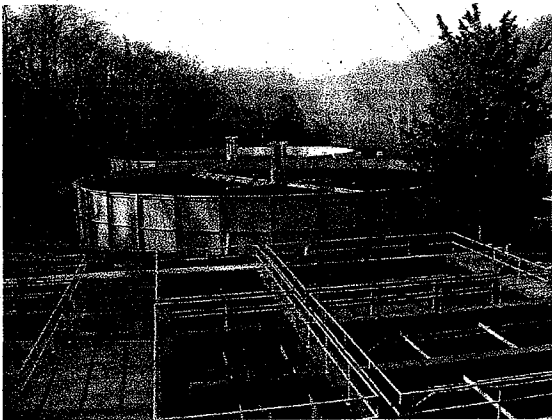
Ferric chloride is added to the plant influent at a point where the grit channels merge. This chemical precipitates suspended solids along with phosphorus. Ferric Chloride is the catalyst for phosphorus removal. The plant would not be able to remove the majority of the phosphorus without this addition. In 2003 plant personnel purchased and installed a new chemical pump to feed Ferric Chloride. This pump is flow proportional and receives a 4-20 milliamp signal from the influent flow meter. The accuracy of this pump along with the proportionate rate in which it runs has contributed to a decline in the amount of Ferric Chloride used, essentially paying for the pump. An identical pump was also purchased as a backup. Since the initiation of both new oxidation towers to the plant process a further reduction in Ferric Chloride use has been realized. In the past few years there has been a substantial price increase for Ferric Chloride and unfortunately these increases remains in effect for 2008.



With the current permit expiring and a new one being issued, the phosphorus limitations for the final effluent are expected to be reduced from 1.0mg/l to 0.7 mg/l. Unfortunately, this means an increase in the amount of ferric chloride to be used, thus increasing chemical costs.

## **Primary Treatment**

### ***Primary Settling:***



### **Primary settling tanks**

Primary settling consists of six tanks with a total capacity of 327,000 gallons.

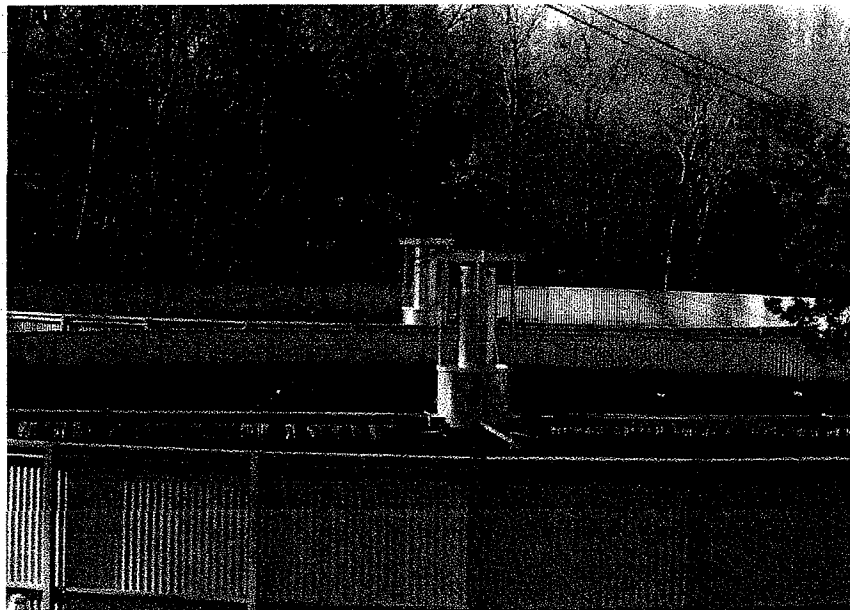
Wastewater flows slowly through these tanks, while the solid matter is settled out and the floating matter is collected and skimmed off for removal. The solid matter (sludge) is collected in hoppers on the floor of the tanks through the means of a collector/skimmer system. The sludge is then drawn off these tanks and flows to the sludge thickener. The remaining wastewater then continues into the secondary treatment process. A majority of the suspended solid matter in the wastewater is removed during this process. In 2008 two tanks were taken out of service during periods of low flows due to the fact that longer retention times result in a decline in dissolved oxygen resulting in anaerobic conditions which are detrimental to the primary treatment process.



**West Oxidation Tower**



**Primary effluent pumps**



**East Oxidation Tower**

**Secondary Treatment**  
**Oxidation Tower(s):**

2005 was the first full year of operation for the newly constructed oxidation towers. After becoming established with the proper colonies and population of nitrifiers and

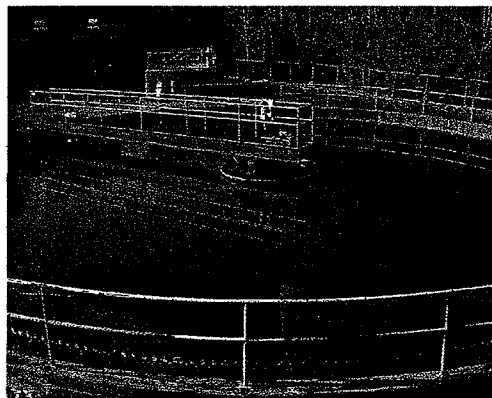
aerobic bacteria the towers perform as expected, especially in the area of ammonia nitrogen removal. This is due to the increased surface area of the two towers for establishing colonies of bacteria. Also, pumping capacity and recirculation rates have increased with the new design. This is a positive point since plant flows are increasing with each passing year, partly due to the fact of increased water usage at Ben Venue laboratories. Increased recirculation rates are a benefit as they allow more wastewater to be treated in times of increased plant flow. Secondary treatment capacity with the old system was approximately 3.5 MGD. Currently it stands at approximately 5.0 MGD. The result is less diversion of wastewater to the plant equalization basin which sometimes result in overflows. The oxidation towers continued to perform well for the year 2008 with NH<sub>3</sub> ammonia and C.B.O.D. levels far below effluent limitations.

#### *Final Clarifiers:*

During this second stage of secondary treatment wastewater flows from the oxidation tower to the two final clarifiers where remaining suspended solids are settled and collected on the bottom of these tanks and then pumped to primary treatment for further processing.



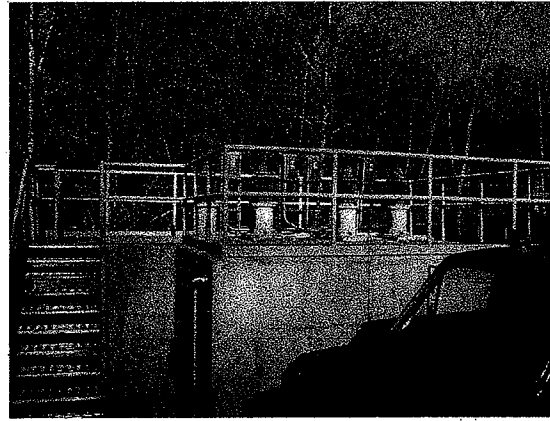
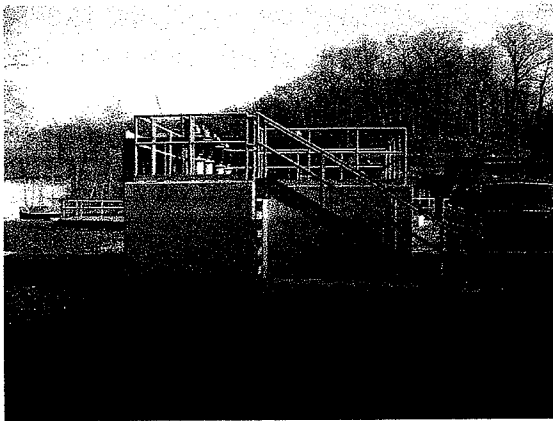
**Old Final Clarifier (installed in 1974)**



**New Final Clarifier (installed in 1990)**

### Pump Station:

The pump station receives flow from the final clarifiers. This station is equipped with four Fairbanks-Morse vertical turbine pumps that pump the wastewater to the rapid sand filter. A level sensor that senses the level in the pump station and operates the pumps according to the flow rate entering the station controls the pumps. Any flow in excess of the capacity of the pumps is bypassed directly into the chlorine contact tanks. In 2008 one of the lift station pumps failed and must be repaired or replaced in 2009.



**Sand Filter Pump Station**

### **Tertiary Treatment**

#### Rapid Sand filters:

The Rapid Sand Filters were installed during 2002-2003 and were put into full operation in May, 2003. This process was part of a much-needed update to plant operations.

Effluent quality has improved especially with the completion of the oxidation towers.

The sand filters consist of four filter beds with 10 inches of sand media, underdrain system, clearwell and clearwell pumps for backwash purposes, mudwell and mudwell pumps to transfer backwash wastewater to the headworks of the plant, a chemical clean system, and fully automated controls for pumps, blowers valves and all other associated

pressure levels (airline leaks) while a backwash is in progress. This leads to flooding of the building and damage can result. This flooding has occurred twice already and luckily it was discovered almost immediately both times. This should have been addressed during the design phase. *In 2008 this control was installed by plant personnel and works as planned, shutting off influent flow during high inlet channel periods.*



**Sand filter influent showing screens, purchased for filtering debris, especially leaves which are a problem in autumn.**

The result of the sand filter installation is a definite improvement in effluent quality. Supporting data collected over the last year indicates a suspended solids removal efficiency of over 72% through the sand filters alone in 2008. This data was acquired in house using sample analysis of the influent flow to the sand filter versus the plant effluent flow. This data is enclosed in this report.

## **Disinfection**

### **Chlorine Addition:**

Chlorine gas was for disinfection at the wastewater treatment plant in 2008. In the past, chlorine was added to the flow stream following the tertiary treatment process. It was then allowed to act upon the wastewater in the chlorine contact tanks which are designed specifically for that purpose. The longer the contact time, the better the disinfection performance. After the construction of the rapid sand filter process it was necessary to change the feed point of chlorine into the pump station to prevent biological growth buildup in the sand filters. The added benefit is that there is a longer contact time for the chlorine to act upon the micro-organisms in the wastewater stream, since chlorine must travel through the sand filter feed pumps, through the filter beds, into the clearwell and then through the contact tanks. The only *drawback* is that any Nitrifying bacteria that would have become established in the sand bed without chlorine addition are no longer present. But the positive aspects of this setup far outweigh the negatives.

During the end of 2008 and in the future tablet and granular chlorine must be used for disinfection as chlorine gas has become unavailable. This will result in additional expense but will also decrease the safety hazards of dealing with chlorine gas.

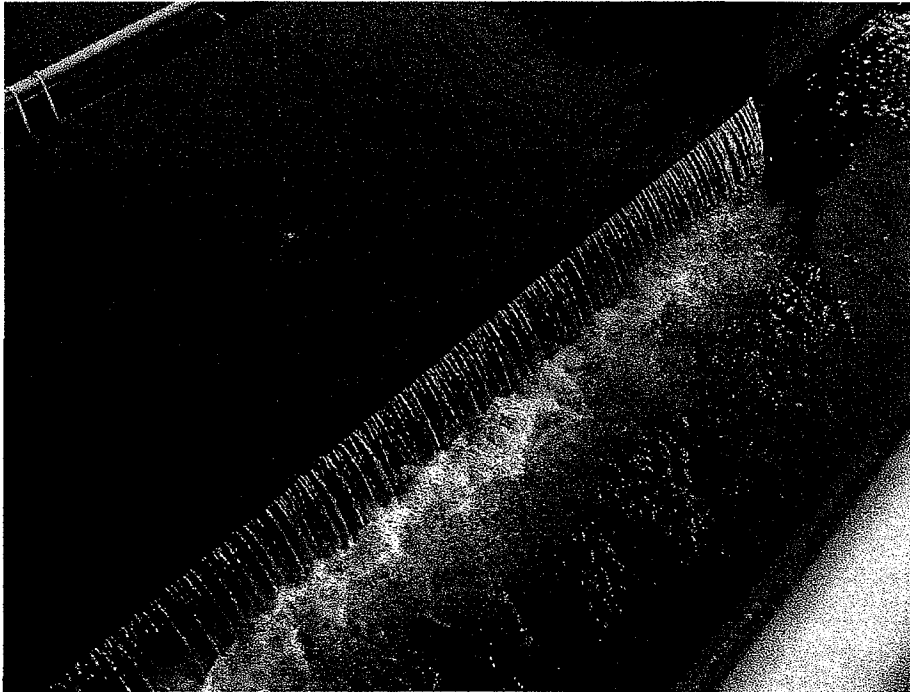
### **Dechlorination:**

A longer contact time for the chlorine results in more depletion and a lower chlorine residual in the final effluent where the dechlorination system must neutralize the chlorine for discharge into Wood Creek. So less dechlorination agent (Sodium Bisulfite) is used

for this purpose than in the past. The pumps that control the feed rates are flow-proportional, receiving a signal from the plant influent flow meter.

### Defoamer

A silicone based, food grade defoamer is fed to the plant effluent to reduce the foaming characteristics inherent in the effluent wastewater. The feed pump is controlled by a signal from the influent flow meter and is flow-proportional as well. The foaming problem was researched some years ago and the outside laboratories that performed testing for us were at a loss to explain the origin. Actually the plant effluent develops *more* foam the cleaner it gets and has always been a sign of a clean effluent.



**Wastewater Treatment Plant Effluent showing Sodium Bisulfite addition**  
**(dechlorination agent)**



Wastewater Treatment Plant Effluent entering Wood Creek



Wastewater treatment plant effluent



## **Sludge Processing**

### **Sludge Thickener:**

Raw sludge that is drawn off the primary clarifiers flows into the sludge thickener. The purpose of this process is to thicken the sludge as much as possible for pumping into the primary digester. The denser the sludge is the more efficiently the sludge processing system works. Sludge is inherently more dense during the colder months so less sludge is processed during that time of year, on average. The remaining wastewater overflows from the sludge thickener to the influent of the oxidation tower for further treatment. Sludge is pumped from the thickener periodically according to the level of the sludge blanket, which is checked daily. A plunger pump on an automatic timer is used for this purpose. The thickened sludge is pumped directly into the primary anaerobic digester via the digester recirculation pump.

The sludge thickener was replaced in 2007. During the construction, a primary clarifier tank was used as a temporary replacement for the sludge thickener. During 2008 a constant influent flow was maintained into the sludge thickener which helped in maintaining an even sludge blanket.

### **Anaerobic Digesters:**

There are two anaerobic digesters at the plant, a 60 foot diameter primary unit that is heated and recirculated continuously and a 40 foot diameter secondary unit that is basically a holding tank. Thickened sludge is pumped into the primary digester at periodic intervals based on current solids loadings and mixes with the primary digested sludge. This primary digester is kept at a temperature range of 90 – 97 degrees fahrenheit for optimal proliferation of anaerobic bacteria. At this temperature range the bacteria break down the organic matter in the raw thickened sludge and produce methane gas. This methane gas is used to heat the digester boiler/heat exchanger unit which, in turn, heats the sludge passing through it as it is recirculated. If the sludge is not kept in the correct temperature range, methane will not be produced in enough quantity to heat the boiler that keeps the sludge at the desired temperature. Each system is therefore,

dependent on the other. This boiler is now 50 years old and will soon need replacement. If the boiler fails and the sludge temperatures deviate from the desired range, volatile reduction will not occur and limitations will not be met. Currently the limitations for volatile reduction are set at 38% or greater. With the digesters operating more efficiently since they were cleaned in 2001 the volatile reduction averaged 61.48% in 2003. Volatile reduction for the year 2004 remained efficient at 56.97%. Volatile reduction in 2005 was 54.51%. Volatile reduction for 2007 was 57.18% In 2008 that figure was 60.56%.

Greater volatile reduction results in more volatile matter destroyed. The destroyed volatile matter is converted into H<sub>2</sub>O and can be removed from the secondary digester in the daily process of drawing off supernatant. Supernatant is the liquid above the sludge blanket left over as the sludge is allowed to settle in the secondary digester. Better volatile reduction results in better settling in the digester and thus, less sludge production, since the sludge is denser. 228.14 dry tons of sludge were removed from the plant in 2007.

This compares with 266.06 dry tons of sludge removed in 2006. Compare this to over 300 tons per year prior to the digester cleaning. Also in 2007, enzymes continued to be added to the primary digester by plant personnel. These enzymes aid in the biological process and contribute in the volatile reduction process.



**Secondary Anaerobic Digester**

### Belt Press:

The Belt press receives digested sludge from the secondary digester via a progressing cavity type pump that can handle high solids loads. Typical solids content of the feed sludge to the belt press averages 2 – 3%. The sludge is mixed with a cationic polymer that separates the solids from the water and is agitated in a fine-screened drum to remove some of the liquid content. It then flows onto a porous belt and squeezed between two belts which travel between a system of variously sized rollers where additional liquid is removed until the sludge falls into an auger and is moved into a hopper and falls into a dump truck parked in the garage below. Total solids content of the sludge at this final stage averaged 23.4% in 2007. A total of 113 loads were removed in 2008. Total volatile content averaged 45.57% as opposed to 67.99% in the sludge prior to digestion.

### **Laboratory:**

Various pollutants are analyzed in the plant laboratory according to the NPDES permit. These include Water temp., C.B.O.D., Suspended solids, Total phosphorus, NH<sub>3</sub> ammonia, Total Kjeldahl Nitrogen, Oil and Grease, Nitrate + Nitrite, Total chlorine residual, Dissolved oxygen content, Fecal coliform, and pH in the final effluent. Total phosphorus, NH<sub>3</sub> ammonia, C.B.O.D., Suspended solids, and water temp. in the raw wastewater. Stream sample analysis of the upstream and downstream of the plant effluent include Water Temp., Fecal coliform, NH<sub>3</sub> ammonia, C.B.O.D., pH, Dissolved oxygen content and Suspended solids content. Sludge analysis consists of Total phosphorus, NH<sub>3</sub> ammonia and Total Kjeldahl nitrogen. An outside laboratory is used to determine heavy metal content in the sludge and final effluent, as we are not equipped to do so.

## **Maintenance:**

During 2008 plant personnel replaced or repaired equipment in the following areas:

**-Operated a full year with the belt press water line from the sand filter effluent saving over \$60,000.00 in 2008 in city water usage.**

- Replaced various motors.
- Rebuilt various pumps.
- Painted interiors of lift stations and buildings at the plant.
- Painted outdoor equipment at the plant.
- Replaced #1 pump at Taylor Road station with a new pump.
- Completed 12 months of operating reports and submitted to Ohio EPA.
- Completed State and federal sludge disposal reports and submitted.
- Grit, screenings and grease were collected and disposed of off site.

## **Miscellaneous:**

The Archer road lift station needs a major rehabilitation for the year 2007. It's been 20 years since the lift stations were rehabilitated and there has always been a problem at Archer road due to a design fault. The pumps cavitated and vibrated uncontrollably for years until, in 2005, it was discovered that the design took into account a discharge head of 120 feet. After consulting blueprints and elevations from topographical maps I discovered that the actual discharge head was approximately 60 feet. Shaving the pump impellers down ½" each solved the vibration issue but the damage to the supporting structures was already done. Due to the support failures plant personnel must replace these pumps much more often than normal. Replacing and/or servicing these pumps is a safety hazard that cannot be overstated. The pumps are each in excess of 1000 lbs. And the difficult method for their extraction is compounded by a faulty hatch design that requires employees to be situated *UNDER* the pump as it's being removed. This is an accident waiting to happen. I have obtained an estimate for the cost of remedying this situation.

**THIS SITUATION WAS RESOLVED IN 2008 – an in-house redesign was performed and contracted out to Nerone and Sons construction. The new design works well.**

**Mercury:** The current effluent limitations for mercury stand at 1.4 ng/l (nanograms/liter). This is equivalent to one part per *trillion*. The City is currently in the process of receiving a variance to raise this limitation to 12.0 ng/l. It is currently nearly impossible for the plant to reach the effluent limitation of 1.4 ng/l without costly end-of-pipe type treatment to reduce mercury concentration hence, the reason for the variance. Effluent low-level mercury analysis has been performed by an accredited and EPA approved laboratory for the past few years and the results are encouraging enough to believe that the 12.0 ng/l limitation is attainable.

To get an idea of how tiny an amount 1.4 ng/l is, imagine one drop of mercury in one million gallons of water and that is roughly equivalent to the current effluent limitations.

The city has received a variance of 11.0 ng/l and is currently meeting limitations.

**The following are data from 2008 and also plant performance for the prior decade for comparison.**

[illegible]

[illegible]

FLOW, PRECIPITATION, AND REMOVALS  
2007

| <u>% REM</u> |              |              |              |
|--------------|--------------|--------------|--------------|
| <u>CBOD</u>  | <u>SS</u>    | <u>PO4</u>   | <u>NH3</u>   |
| 96.16        | 95.91        | 82.80        | 97.19        |
| 93.69        | 92.90        | 78.54        | 96.49        |
| 90.47        | 87.32        | 74.25        | 91.54        |
| 97.57        | 97.93        | 78.80        | 99.83        |
| 96.95        | 97.62        | 84.26        | 99.05        |
| 97.54        | 98.12        | 84.73        | 97.57        |
| 97.53        | 98.01        | 84.16        | 99.52        |
| 98.09        | 98.02        | 83.85        | 99.14        |
| 98.15        | 98.12        | 85.37        | 99.70        |
| 96.98        | 98.66        | 84.73        | 99.49        |
| 97.07        | 98.36        | 84.03        | 97.97        |
| 96.15        | 97.76        | 82.93        | 98.85        |
|              |              |              |              |
| <b>96.36</b> | <b>96.56</b> | <b>82.37</b> | <b>98.03</b> |
|              |              |              |              |



| Date | Flow  | Inf | %removal | SF Inf | %removal | Final eff |
|------|-------|-----|----------|--------|----------|-----------|
| 1-1  | 1.371 | 176 | 94.89    | 9      | 77.78    | 2         |
| 1-2  | 1.491 | 144 | 92.36    | 11     | 54.55    | 5         |
| 1-7  | 2.635 | 124 | 86.29    | 17     | 70.59    | 5         |
| 1-14 | 3.112 | 108 | 94.44    | 6      | 66.67    | 2         |
| 1-15 | 2.692 | 148 | 89.19    | 16     | 68.75    | 5         |
| 1-16 | 2.656 | 180 | 89.44    | 19     | 94.74    | 1         |
| 1-21 | 2.174 | 155 | 89.03    | 17     | 94.12    | 1         |
| 1-22 | 2.112 | 138 | 91.30    | 12     | 58.33    | 5         |
| 1-23 | 2.094 | 152 | 89.47    | 16     | 81.25    | 3         |
| 1-28 | 3.47  | 184 | 90.22    | 18     | 77.78    | 4         |
| 2-11 | 2.737 | 136 | 86.76    | 18     | 61.11    | 7         |
| 2-12 | 2.887 | 148 | 86.49    | 20     | 70.00    | 6         |
| 2-13 | 2.609 | 148 | 81.76    | 27     | 59.26    | 11        |
| 2-18 | 3.597 | 72  | 69.44    | 22     | 63.64    | 8         |
| 2-19 | 2.942 | 84  | 77.38    | 19     | 57.89    | 8         |
| 2-20 | 2.44  | 112 | 80.36    | 22     | 68.18    | 7         |
| 2-25 | 2.261 | 160 | 87.50    | 20     | 85.00    | 3         |
| 2-26 | 2.569 | 156 | 91.67    | 13     | 61.54    | 5         |
| 2-27 | 2.431 | 172 | 88.37    | 20     | 85.00    | 3         |
| 3-10 | 3.357 | 108 | 79.63    | 22     | 68.18    | 7         |
| 3-11 | 3.389 | 84  | 75.00    | 21     | 85.71    | 3         |
| 3-12 | 3.501 | 76  | 71.05    | 22     | 72.73    | 6         |
| 3-17 | 3.647 | 116 | 74.14    | 30     | 66.67    | 10        |
| 3-24 | 3.469 | 112 | 83.93    | 18     | 61.11    | 7         |
| 3-25 | 3.64  | 100 | 79.00    | 21     | 71.43    | 6         |
| 3-26 | 3.365 | 84  | 67.86    | 27     | 77.78    | 6         |
| 4-1  | 2.8   | 152 | 86.84    | 20     | 65.00    | 7         |
| 4-2  | 2.481 | 120 | 85.00    | 18     | 61.11    | 7         |
| 4-7  | 2.396 | 142 | 88.03    | 17     | 76.47    | 4         |
| 4-8  | 2.253 | 128 | 88.28    | 15     | 86.67    | 2         |
| 4-9  | 2.154 | 184 | 92.39    | 14     | 78.57    | 3         |
| 4-15 | 2.094 | 132 | 87.12    | 17     | 88.24    | 2         |
| 4-16 | 2.032 | 132 | 84.85    | 20     | 85.00    | 3         |
| 4-21 | 1.902 | 136 | 89.71    | 14     | 92.86    | 1         |
| 4-22 | 1.837 | 142 | 88.73    | 16     | 87.50    | 2         |
| 4-23 | 1.815 | 128 | 92.19    | 10     | 90.00    | 1         |
| 4-28 | 2.015 | 192 | 89.58    | 20     | 90.00    | 2         |
| 5-05 | 2.243 | 136 | 86.76    | 18     | 94.44    | 1         |
| 5-06 | 2.01  | 140 | 89.29    | 15     | 53.33    | 7         |
| 5-07 | 2.725 | 180 | 87.22    | 23     | 65.22    | 8         |
| 5-12 | 2.66  | 100 | 82.00    | 18     | 72.22    | 5         |
| 5-13 | 2.067 | 124 | 88.71    | 14     | 85.71    | 2         |
| 5-14 | 2.106 | 124 | 85.48    | 18     | 83.33    | 3         |
| 5-19 | 2.194 | 96  | 82.29    | 17     | 76.47    | 4         |
| 5-20 | 2.338 | 184 | 95.11    | 9      | 77.78    | 2         |
| 5-21 | 2.311 | 148 | 91.89    | 12     | 75.00    | 3         |
| 5-28 | 1.717 | 188 | 92.55    | 14     | 78.57    | 3         |
| 6-02 | 1.855 | 216 | 93.06    | 15     | 66.67    | 5         |
| 6-03 | 2.255 | 220 | 95.45    | 10     | 90.00    | 1         |
| 6-04 | 2.396 | 136 | 91.91    | 11     | 54.55    | 5         |

|       |       |     |       |    |       |   |
|-------|-------|-----|-------|----|-------|---|
| 6-09  | 2.872 | 184 | 93.48 | 12 | 66.67 | 4 |
| 6-10  | 2.772 | 140 | 95.00 | 7  | 71.43 | 2 |
| 6-11  | 1.906 | 132 | 92.42 | 10 | 60.00 | 4 |
| 6-16  | 1.757 | 192 | 95.31 | 9  | 77.78 | 2 |
| 6-17  | 1.725 | 148 | 95.95 | 6  | 83.33 | 1 |
| 6-18  | 1.696 | 180 | 95.56 | 8  | 87.50 | 1 |
| 6-23  | 1.992 | 160 | 94.38 | 9  | 77.78 | 2 |
| 6-24  | 2.234 | 144 | 92.36 | 11 | 45.45 | 6 |
| 6-25  | 2.165 | 220 | 94.09 | 13 | 53.85 | 6 |
| 7-7   | 1.551 | 188 | 95.74 | 8  | 75.00 | 2 |
| 7-8   | 2.725 | 180 | 94.44 | 10 | 60.00 | 4 |
| 7-9   | 2.494 | 100 | 88.00 | 12 | 83.33 | 2 |
| 7-15  | 1.919 | 132 | 92.42 | 10 | 90.00 | 1 |
| 7-16  | 1.715 | 168 | 92.26 | 13 | 53.85 | 6 |
| 7-21  | 1.764 | 160 | 95.63 | 7  | 85.71 | 1 |
| 7-22  | 1.636 | 132 | 93.18 | 9  | 44.44 | 5 |
| 7-23  | 1.916 | 228 | 94.30 | 13 | 61.54 | 5 |
| 7-28  | 1.616 | 208 | 94.71 | 11 | 45.45 | 6 |
| 8-04  | 1.62  | 172 | 93.02 | 12 | 83.33 | 2 |
| 8-05  | 1.596 | 168 | 93.45 | 11 | 72.73 | 3 |
| 8-06  | 1.578 | 132 | 91.67 | 11 | 90.91 | 1 |
| 8-25  | 1.561 | 204 | 96.57 | 7  | 42.86 | 4 |
| 8-26  | 1.482 | 196 | 95.41 | 9  | 44.44 | 5 |
| 8-27  | 1.869 | 176 | 94.32 | 10 | 50.00 | 5 |
| 9-1   | 1.47  | 252 | 97.62 | 6  | 50.00 | 3 |
| 9-2   | 1.504 | 212 | 95.75 | 9  | 55.56 | 4 |
| 9-3   | 1.494 | 204 | 96.08 | 8  | 50.00 | 4 |
| 9-8   | 1.968 | 260 | 97.69 | 6  | 83.33 | 1 |
| 9-9   | 2.345 | 120 | 97.50 | 3  | 33.33 | 2 |
| 9-10  | 1.561 | 144 | 94.44 | 8  | 87.50 | 1 |
| 9-18  | 1.528 | 384 | 97.40 | 10 | 60.00 | 4 |
| 9-22  | 1.525 | 188 | 94.68 | 10 | 80.00 | 2 |
| 9-23  | 1.501 | 168 | 94.05 | 10 | 40.00 | 6 |
| 9-24  | 1.478 | 176 | 94.89 | 9  | 77.78 | 2 |
| 10-1  | 2.68  | 160 | 95.63 | 7  | 85.71 | 1 |
| 10-6  | 1.564 | 208 | 94.23 | 12 | 58.33 | 5 |
| 10-7  | 1.507 | 220 | 95.00 | 11 | 81.82 | 2 |
| 10-8  | 2.256 | 212 | 92.92 | 15 | 73.33 | 4 |
| 10-13 | 1.683 | 216 | 93.06 | 15 | 73.33 | 4 |
| 10-14 | 1.697 | 236 | 94.07 | 14 | 57.14 | 6 |
| 10-15 | 2.515 | 464 | 96.98 | 14 | 92.86 | 1 |
| 10-20 | 1.809 | 212 | 96.70 | 7  | 85.71 | 1 |
| 10-21 | 1.575 | 136 | 94.12 | 8  | 87.50 | 1 |
| 10-22 | 1.515 | 184 | 95.11 | 9  | 33.33 | 6 |
| 10-26 | 1.67  | 340 | 97.65 | 8  | 75.00 | 2 |
| 11-3  | 2.122 | 228 | 94.74 | 12 | 75.00 | 3 |
| 11-4  | 1.764 | 304 | 96.71 | 10 | 80.00 | 2 |
| 11-5  | 1.652 | 260 | 96.15 | 10 | 90.00 | 1 |
| 11-10 | 1.759 | 276 | 95.65 | 12 | 83.33 | 2 |
| 11-11 | 1.741 | 200 | 95.00 | 10 | 90.00 | 1 |
| 11-12 | 2.831 | 180 | 90.56 | 17 | 76.47 | 4 |

|       |       |     |         |    |       |   |
|-------|-------|-----|---------|----|-------|---|
| 11-17 | 2.819 | 160 | 90.00   | 16 | 62.50 | 6 |
| 11-18 | 2.919 | 124 | 91.13   | 11 | 54.55 | 5 |
| 11-19 | 2.518 | 140 | 90.00   | 14 | 85.71 | 2 |
| 11-24 | 3.522 | 316 | 95.89   | 13 | 84.62 | 2 |
| 11-25 | 3.166 | 128 | 91.41   | 11 | 81.82 | 2 |
| 12-8  | 1.931 | 216 | 93.52   | 14 | 78.57 | 3 |
| 12-15 | 3.015 | 200 | 92.00   | 16 | 62.50 | 6 |
| 12-16 | 2.778 | 136 | 90.44   | 13 | 84.62 | 2 |
| 12-17 | 2.428 | 156 | 90.38   | 15 | 73.33 | 4 |
| 12-22 | 2.131 | 168 | 86.31   | 23 | 78.26 | 5 |
| <hr/> |       |     |         |    |       |   |
| Avg   | 2.229 | 170 | 90.64   | 14 | 72.11 | 4 |
|       |       |     | std dev |    | 14.67 |   |

Sludge 2007

|       | # loads | tons   | (.9066)<br>metric tons | % solids | % vol.<br>Solids | thick % vol.<br>Solids | % vol.<br>Reduction | MCRT    |       |     | TS max | TS min | VS max | VS min |
|-------|---------|--------|------------------------|----------|------------------|------------------------|---------------------|---------|-------|-----|--------|--------|--------|--------|
| Jan   | 8       | 15.91  | 14.42                  | 23.3     | 44.67            | 68.27                  | 62.48               | 55.6    |       |     | 24.6   | 21.7   | 45.73  | 43.43  |
| Feb   | 9       | 15.89  | 14.41                  | 22.1     | 43.55            | 66.47                  | 61.08               | 58.3    |       |     | 23.2   | 20.7   | 46.12  | 40     |
| March | 6       | 11.79  | 10.69                  | 23.4     | 44.84            | 67.93                  | 61.62               | 70.7    |       |     | 24.7   | 22.1   | 45.49  | 43.54  |
| April | 13      | 24.61  | 22.31                  | 21.8     | 46.18            | 68.79                  | 61.07               | 43.8    |       |     | 23.8   | 19.4   | 49.55  | 42.83  |
| May   | 12      | 22.9   | 20.76                  | 22.5     | 49.46            | 68.13                  | 54.22               | 41.8    |       |     | 24     | 20.9   | 50.86  | 47.61  |
| June  | 11      | 20.12  | 18.24                  | 22.2     | 47.35            | 69.84                  | 61.16               | 46.0    |       |     | 24.7   | 20.2   | 49.39  | 45.16  |
| July  | 12      | 23.57  | 21.37                  | 24       | 45.98            | 67.95                  | 59.85               | 51.2    |       |     | 25.5   | 21.6   | 48.99  | 42.31  |
| Aug   | 10      | 20.7   | 18.77                  | 25       | 46.73            | 68.66                  | 59.96               | 45.0    |       |     | 26.5   | 23.1   | 52.52  | 42.25  |
| Sept  | 9       | 19.25  | 17.45                  | 23.6     | 47.72            | 69.57                  | 60.08               | 43.8    |       |     | 27.1   | 21.2   | 52.24  | 42.37  |
| Oct   | 9       | 20.32  | 18.42                  | 24.1     | 44.59            | 68.01                  | 62.15               | 45.1    |       |     | 26.1   | 18.2   | 48.27  | 40.69  |
| Nov   | 6       | 15.31  | 13.88                  | 24.9     | 43.1             | 66.12                  | 61.19               | 43.6    |       |     | 26.3   | 22.7   | 44.73  | 40.9   |
| Dec   | 8       | 17.77  | 16.11                  | 23.3     | 42.72            | 66.18                  | 61.89               | 48.9    |       |     | 24.6   | 21.8   | 45.02  | 40.58  |
| Total | 113     | 228.14 | 206.83                 |          |                  |                        |                     |         |       |     |        |        |        |        |
| Avg   | 9.4     | 19.01  | 17.24                  | 23.4     | 45.57            | 67.99                  | 60.56               | 48.4    |       | Max | 27.1   | 23.1   | 52.52  | 47.61  |
|       |         |        |                        |          |                  |                        |                     |         |       | Min | 23.2   | 18.2   | 44.73  | 40     |
|       | Days    | Loads  | M Tons                 |          |                  |                        |                     |         |       |     |        |        |        |        |
| 1st Q | 91      | 23     | 39.52                  |          |                  |                        |                     |         |       |     |        |        |        |        |
| 2nd Q | 91      | 36     | 61.31                  |          |                  |                        |                     |         |       |     |        |        |        |        |
| 3rd Q | 92      | 31     | 57.59                  |          |                  |                        |                     |         |       |     |        |        |        |        |
| 4th Q | 92      | 23     | 48.41                  |          |                  |                        |                     |         |       |     |        |        |        |        |
|       | As      | Cd     | Cu                     | Pb       | Hg               | Mo                     | Ni                  | Se      | Zn    | pH  | NH3-N  | TKN    | PO4    |        |
| March |         |        |                        |          |                  |                        |                     |         |       | 6.9 | 1092   | 7636   | 7050   |        |
| June  | AA      | 0.99   | 591.9                  | 60.59    | AA               | 6.5                    | 27.16               | AA      | 543.7 | 7   | 1240   | 11880  | 7240   |        |
| Aug   |         |        |                        |          |                  |                        |                     |         |       | 6.9 | 315    | 4412   | 6220   |        |
| Dec   | AA      | 1.06   | 467.3                  | 50.17    | AA               | 6.07                   | 25.25               | AA      | 505.4 | 7   | 854    | 7127   | 7080   |        |
|       |         |        |                        |          |                  |                        |                     |         |       |     |        |        |        |        |
| Max   | 0       | 1.06   | 591.9                  | 60.59    | 0                | 6.5                    | 27.16               | 0       | 543.7 | 7   | 1240   | 11880  | 7240   |        |
| Avg   | #DIV/0! | 1.03   | 529.6                  | 55.4     | #DIV/0!          | 6.29                   | 26.21               | #DIV/0! | 524.6 | 7.0 | 875    | 7764   | 6898   |        |
| Min   | 0       | 0.99   | 467.3                  | 50.17    | 0                | 6.07                   | 25.25               | 0       | 505.4 | 6.9 | 315    | 4412   | 6220   |        |

Monthly/Yearly Precipitation 1995-Present (in inches)

| Year             | Jan  | Feb  | Mar  | April | May  | June | July | Aug  | Sep  | Oct  | Nov  | Dec  | Yearly Total |
|------------------|------|------|------|-------|------|------|------|------|------|------|------|------|--------------|
| 1995             | 6.16 | 1.64 | 2.11 | 4.11  | 3.51 | 2.68 | 3.67 | 4.92 | 0.99 | 4.58 | 4.55 | 2.24 | 41.16        |
| 1996             | 3.49 | 2.7  | 3.57 | 6.37  | 2.85 | 6.35 | 3.86 | 0.84 | 7.46 | 5.45 | 6.24 | 3.46 | 52.64        |
| 1997             | 2.47 | 3.5  | 3.72 | 2.89  | 7.12 | 4.03 | 1.02 | 5.56 | 5.18 | 1.88 | 2.63 | 2.96 | 42.96        |
| 1998             | 4.35 | 1.78 | 2.83 | 6.04  | 2.6  | 6.53 | 2.51 | 4.05 | 0.82 | 2.77 | 2.1  | 2.46 | 38.84        |
| 1999             | 3.73 | 2.4  | 2.29 | 4.32  | 1.78 | 2.91 | 7.68 | 2.47 | 4.76 | 3.33 | 3.86 | 3.11 | 42.64        |
| 2000             | 2.68 | 2.04 | 1.58 | 4.95  | 6.44 | 5.18 | 4.87 | 4.71 | 4.67 | 3.62 | 3.38 | 3.11 | 47.23        |
| 2001             | 1.63 | 1.47 | 2.42 | 3.14  | 3.26 | 2.11 | 1.29 | 4.19 | 4.08 | 5.21 | 3.06 | 2.85 | 34.71        |
| 2002             | 2.76 | 1.74 | 4.04 | 4.46  | 5.9  | 2.12 | 3.61 | 2.34 | 4.53 | 1.63 | 4.87 | 3.21 | 41.21        |
| 2003             | 2.13 | 3.15 | 2.5  | 2.96  | 9.2  | 3.15 | 6.86 | 3.69 | 6.1  | 3.62 | 3.57 | 3.58 | 50.51        |
| 2004             | 3.3  | 0.81 | 4.47 | 4.83  | 7.12 | 4.43 | 3.34 | 2.81 | 2.76 | 2.17 | 4.2  | 5.22 | 45.46        |
| 2005             | 6.71 | 2.46 | 1.94 | 6.49  | 2.29 | 3.07 | 5.09 | 6.55 | 3.37 | 3.08 | 2.66 | 1.82 | 45.53        |
| 2006             | 2.38 | 3.06 | 1.05 | 1.9   | 5.88 | 6.54 | 9.09 | 3.13 | 4.86 | 6.42 | 4.77 | 2.49 | 51.57        |
| 2007             | 6.34 | 2.13 | 4.42 | 3.84  | 1.24 | 4.15 | 1.84 | 7.39 | 3.08 | 3.04 | 5.58 | 4.68 | 47.73        |
| 2008             | 3.31 | 5.94 | 6.45 | 1.55  | 4.47 | 4.08 | 3.32 | 2.22 | 4.00 | 3.52 | 4.66 | 3.76 | 47.28        |
| 2009             |      |      |      |       |      |      |      |      |      |      |      |      |              |
| Monthly Average: | 3.67 | 2.49 | 3.10 | 4.13  | 4.55 | 4.10 | 4.15 | 3.92 | 4.05 | 3.59 | 4.01 | 3.21 | 44.96        |
| Max:             | 6.71 | 5.94 | 6.45 | 6.49  | 9.2  | 6.54 | 9.09 | 7.39 | 7.46 | 6.42 | 6.24 | 5.22 | 52.64        |
| Min:             | 1.63 | 0.81 | 1.05 | 1.55  | 1.24 | 2.11 | 1.02 | 0.84 | 0.82 | 1.63 | 2.1  | 1.82 | 34.71        |



# BEDFORD MUNICIPAL COURT

165 Center Road • Bedford, Ohio 44146-2898  
440 / 232-3420 • Fax 440 / 232-2510

PETER J. JUNKIN  
*Presiding Judge*

BRIAN J. MELLING  
*Judge*

THOMAS E. DAY JR.  
*Clerk of Court*

JURISDICTION  
BEDFORD  
BEDFORD HEIGHTS  
BENTLEYVILLE  
CHAGRIN FALLS  
CHAGRIN FALLS TWP.  
GLENWILLOW  
HIGHLAND HILLS  
MORELAND HILLS  
N. RANDALL  
OAKWOOD  
ORANGE  
OLON  
WARRENSVILLE HEIGHTS  
WOODMERE



2 0 0 8

## ANNUAL REPORT

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# BEDFORD MUNICIPAL COURT

165 Center Road • Bedford, Ohio 44146-2898

440/232-3420 • Fax 440/232-2510

[www.bedfordmuni.org](http://www.bedfordmuni.org)

PETER J. JUNKIN  
*Judge*

BRIAN J. MELLING  
*Judge*

THOMAS E. DAY, JR.  
*Clerk of Court*

## TO THE COUNCIL OF THE CITY OF BEDFORD AND THE BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY:

### Greetings:

Pursuant to the requirements of Section 1901.14(D) of the Revised Code of Ohio, submitted herein is the Annual Report of the Bedford Municipal Court for the year ending December 31, 2008. The contents of the report are based upon data assembled and tabulated by Thomas E. Day, Jr., Clerk of Court, and the staff of Deputy Clerks in the Clerk's office.

The Court's commitment to expanding technology as a tool for attorneys, law enforcement and the public continued in 2008. The move to paperless took a step forward with the implementation of Electronic Certified Mail, allowing the Court to transmit certified mail information directly to the United States Post Office. In return, the Post Office transmits delivery information and signature files to the Court's case management application for automatic update of case records. This reduces the cost of mailing by \$1.20 per item with an estimated annual savings of \$15,000 in postage.

The Traffic/Criminal data import project with the Police Departments throughout the jurisdiction continues to move forward as the Police Department technology vendors add the capability to their applications. Looking forward to 2009, the Court upgraded the in-house systems so we can begin to implement a digital imaging system. This system will allow immediate access to old documents currently stored on paper.

As the economy continued to struggle, the Civil Division caseload increased yet again. In 2008 we saw filing climb to 8,574 new cases, a dramatic increase of 15%. Since 2002, the Civil caseload has more than doubled. The Traffic/Criminal caseload continued to be effected by the continuing changes to O.V.I., Domestic Violence, and other State legislative mandated cases. The attention that must be focused on these matters continues to demand more of the Court's time. We continue strive to find additional ways to streamline and automate the Court's case management process.



Bedford Municipal Court  
Year 2008 Annual Report – Continued

As always, Our Probation Department led by Chief Probation Officer Susan Drucker along with our Bailiff's Department supervised by Chief Bailiff Jamey DeFabio continues to provide the Court with quality workmanship and service to the court and community while faced with the challenges of an ever-increasing workload. Special thanks to our Volunteer Court Liaisons' who donate their time and in doing so contribute tremendously to the success of this Court.

In addition, I wish to offer a heartfelt thank you to the remainder of the staff including our Acting Judges, Magistrates, Staff of the Traffic/Criminal Division and Civil Division for the outstanding job they provided in 2008. Our staff of Deputy Clerks are truly professional and complete their work in an efficient and business-like manner and are ever mindful of the people we serve.

I wish to take a moment to thank my colleague and associate Judge Brian J. Melling for his always-generous help and dedication to the goal of the Court, which is to provide prompt and fair hearings, and in the end justice to all who come before the Court.

In closing, a thank you to the Mayors, Law Departments, Police Chiefs and Staff of the fourteen entities that make up the Bedford Municipal Court jurisdiction. In particular I wish to thank City of Bedford Mayor Daniel Pocek, the City Council and staff of the City of Bedford who have provided us with the support needed to continue to serve the public in the manner entrusted to this Court.

Respectfully submitted,



Peter J. Junkin  
Presiding Judge

## **THE BEDFORD MUNICIPAL COURT**

Judge Peter J. Junkin, Judge Brian J. Melling and Clerk of Courts Thomas E. Day, Jr. would like to recognize members of the Bedford Municipal Court District. It has been our pleasure to work with you in a spirit of cooperation and look forward to our continued work together.

### **City of Bedford**

Mayor Daniel Pocek  
City Manager Robert Reid  
Prosecutor Kenneth Schuman  
Police Chief Gregory Duber

### **City of Bedford Heights**

Mayor Fletcher Berger  
Prosecutor Deborah Turner  
Police Chief Timothy Kavalsky

### **Village of Bentleyville**

Mayor Leonard Spremulli  
Prosecutor Ann Oakar  
Police Chief Timothy Pitts

### **Village of Chagrin Falls**

Mayor Thomas Brick  
Prosecutor Thomas Hanculak  
Police Chief James Brosius

### **Village of Glenwillow**

Mayor Donald Payne  
Prosecutor Robert Owen  
Police Chief Robert Hagquist

### **Village of Highland Hills**

Mayor Robert Nash  
Prosecutor Thomas O'Donnell  
Police Chief Antonio Stitt

### **Village of Moreland Hills**

Mayor Susan Renda  
Prosecutor Santo Incorvaia  
Police Chief Thomas Flauto

### **Village of North Randall**

Mayor David Smith  
Prosecutor Leonard Spremulli  
Police Chief Ronald Mosley

### **Village of Oakwood**

Mayor Gary Gottschalk  
Prosecutor Paul Grau  
Police Chief Robert Semik

### **Village of Orange**

Mayor Kathy Urdang Mulcahy  
Prosecutor Blair Melling  
Police Chief Chris Kostura

### **City of Solon**

Mayor Kevin Patton  
Prosecutor Blair Melling  
Police Chief Wayne Godzich

### **City of Warrensville Heights**

Mayor Clinton Hall  
Prosecutor Deborah Turner  
Police Chief Frank Bova  
Mayor Marcia Fudge - Resigned  
Prosecutor Mylayna Albright - Resigned

### **Village of Woodmere**

Mayor Yolanda Broadie  
Prosecutor Lon Stolarsky  
Acting Police Chief Anthony Jordan

### **Cleveland Metropolitan Parks**

Prosecutor Joseph Feighan, Sr.  
Police Chief Gregory Loftus

### **Chagrin Falls Township**

Service provided by the  
Village of Chagrin Falls

**Bedford Municipal Court & Clerk's Office Staff**

|                        |                                     |
|------------------------|-------------------------------------|
| Junkin, Peter J.       | Administrative Judge                |
| Melling, Brian J.      | Judge                               |
| Day, Jr., Thomas E.    | Clerk of Courts/Court Administrator |
| Cirincione, Ross S.    | Magistrate                          |
| DeGross, Charles       | Magistrate                          |
| Freda, Joy M.          | Magistrate/Acting Judge             |
| Glickman, Robert T.    | Magistrate                          |
| Pfundstein, Joseph A.  | Magistrate                          |
| Pidala, Sherry A.      | Magistrate                          |
| Turner, Deborah M.     | Magistrate                          |
| Zingales, J. Darryl ** | Magistrate                          |
| Griffiths, David E.    | Acting Judge                        |
| Papa, Nicholas A.      | Acting Judge                        |
| Pidala, Candice L. *   | Domestic Violence Liaison           |
| Garmone, John          | Chief Deputy Clerk                  |
| Dulaney, Bobbie        | IT Administrator                    |
| Morton, Peggy          | Bookkeeper                          |
| Collier, Leanne        | Administrative Assistant            |
| Arnold, Jeffrey        | Deputy Clerk/Part-Time              |
| Brokos, Kathleen       | Deputy Clerk                        |
| Carter, Priscilla      | Deputy Clerk                        |
| DeLuca, Dorine         | Deputy Clerk                        |
| Dowling, Ruth          | Deputy Clerk/Part-Time              |
| Farley, Maria          | Deputy Clerk/Part-Time              |
| Gresham, Karen         | Deputy Clerk                        |
| Jaklitch, Florence     | Deputy Clerk                        |
| MacKenzie, Barbara     | Deputy Clerk                        |
| Meuti-Coppers, Gina    | Deputy Clerk/Part-Time              |
| Milakovich, Madelaine  | Deputy Clerk                        |
| Mosley, Antoinette     | Deputy Clerk                        |
| Payne, Shannon         | Deputy Clerk                        |
| Prusha, Kari           | Deputy Clerk                        |
| Witowski, Gloria       | Deputy Clerk                        |
| Young, Shirley         | Deputy Clerk/Part-Time              |
| Simon, Laura           | Deputy Clerk/Part-Time Intern       |
| Bassett, Bryan         | Deputy Clerk/Part-Time Intern       |
| Gaiter, Diamond *      | Deputy Clerk/Part-Time Intern       |

\* Resigned    \*\* Retired    \*\*\* Leave of Absence

**Bedford Municipal Court & Clerk's Office Staff**

**Probation Department**

Drucker, Susan  
Tucker, Rhys

Chief Probation Officer  
Probation Officer

**Bailiff Department**

DeFabio, Jamey  
Pinto, Joseph  
Gilliam, John  
Kozar, Bryan  
Masetta, Audra  
Mazzola, Paul \*  
Phillips, Michael  
Vittardi, Mark \*  
Berman, Jaclyn  
Napoli, Mark

Chief Bailiff  
Bailiff  
Deputy Bailiff/Part-Time  
Deputy Bailiff  
Deputy Bailiff/Part-Time  
Deputy Bailiff  
Deputy Bailiff/Part-Time  
Deputy Bailiff  
Deputy Bailiff/Part-Time Intern  
Deputy Bailiff/Part-Time Intern

**Volunteer Court Liaison**

Bailey, Elmer  
Chizmar, Judith  
Cumming, Russell  
Grossenbaugh, Rose

Kolly, Ann  
Kostyo, Don  
Samp, Marcia  
Wiedlund, Robert

\* Resigned    \*\* Retired    \*\*\* Leave of Absence

## ***HISTORY OF THE BEDFORD MUNICIPAL COURT***

The Ohio Legislature established the Bedford Municipal Police Court, commencing January 1, 1932, at the same time as the City began to operate under the City Manager form of government. (At that time, similar municipal police courts were in existence in East Cleveland and Cleveland Heights).

Ralph W. Bell was elected as the first Judge of the Court, and by subsequent re-elections, for four-year terms, served from January 1, 1932 until September 1943. In September 1943, Judge Bell resigned to enter service in the Army of the United States.

L.R. Landfear was appointed by the Governor of Ohio in October 1943 to fill the un-expired term, and was elected in November 1943 to a full term, commencing January 1, 1944.

Upon the return of Ralph W. Bell from overseas duty in 1946, Mr. Landfear resigned as Judge and Governor Tom Herbert appointed Ralph W. Bell in December 1946. He continued as Judge until December 1957.

The legislature created a new Bedford Municipal Court, having both criminal and civil jurisdiction, effective as of January 1958, and the Police Court was abolished.

Because of the increased jurisdiction over territory and subject matter of the Court, the position of Judge became one requiring the full time attendance of the occupant. Desiring to continue his private practice of law, Judge Bell decided not to seek election again.

Vincent Arnold was elected and served for the six-year term from January 1, 1958, until December 31, 1963. Judge Joseph A. Zingales, who was elected in November 1963 for the full six-year term commencing January 1, 1964, succeeded him.

Because of the increased volume of work for the Chief Justice of Ohio's Supreme Court, C. William O'Neil created a second temporary Judgeship in the Bedford Municipal Court effective March 1, 1974. Rodney H. Reed was appointed by the Chief Justice to fill that role. Effective August 19, 1975, the State legislature formally created a permanent second Judgeship and on November 4, 1975, Rodney H. Reed was elected to a four-year term commencing on January 1, 1976. He subsequently was elected and re-elected to six-year terms until his untimely death on February 17, 1992.

## ***HISTORY OF THE BEDFORD MUNICIPAL COURT CONTINUED***

On May 19, 1992, Governor George Voinovich appointed Peter J. Junkin to fill the vacancy created by the death of Judge Reed until the voters of the district could elect a Judge to fill the balance of the un-expired term.

Thereafter, Peter J. Junkin was elected on November 2, 1993, to complete the un-expired four-year term of the late Rodney H. Reed, and was subsequently re-elected to two additional terms. His current six-year term began on January 1, 2004 until December 2009.

Due to age limitations imposed by the State legislature, Judge Joseph A. Zingales was required to retire as of December 31, 1999. Judge Brian J. Melling, a former Law Director for the City of Bedford, was elected to his first six-year term in November 1999, which commenced on January 1, 2000, and was subsequently re-elected to his current six-year term beginning January 1, 2006 until December 2011.

In April 2003, the Bedford Municipal Court relocated to the new complex at 165 Center Road, Bedford, Ohio. The new Courthouse has been used as a model of how a Court should be built by several other Municipal Courts in the Northern Ohio area.

**Bedford Municipal Court**  
**2008 Annual Report - Continued**

**CIVIL AND SMALL CLAIM DIVISION**

Number of Cases Filed in 2008

|                            |             |
|----------------------------|-------------|
| Complaints                 | 3296        |
| Forcible Entry & Detainer  | 2340        |
| Replevin                   | 10          |
| Cognovit Note              | 9           |
| Transfer of Judgment       | 53          |
| Limited Driving Privileges | 231         |
| <b>Total:</b>              | <b>5939</b> |

|                 |   |
|-----------------|---|
| Landlord-Tenant | 6 |
|-----------------|---|

Partial Breakdown of other Filings:

|   |      |
|---|------|
| Application for Default                 | 1997 |
| Bankruptcy                              | 282  |
| Execution on Levy                       | 10   |
| Attachment in Aid of Execution          | 2859 |
| Examination Before Judge                | 113  |
| Writ of Execution                       | 2    |
| Writ of Restitution                     | 1311 |
| Certificate of Judgment for Lien        | 1102 |
| Certificate of Judgment for Transfer    | 33   |
| Motions                                 | 6150 |
| Amended Complaints                      | 23   |
| Counterclaims                           | 45   |
| Cross-Complaints/Third Party Complaints | 2    |
| Request for Alias Service               | 3651 |
| Finding of Fact (BMV)                   | 0    |

**Total:** **17,580.00**

**SMALL CLAIM DIVISION**

|                                |      |
|--------------------------------|------|
| Cases Pending as of 2007       | 799  |
| Cases Filed in 2008            | 2635 |
| Cases Disposed of in 2008      | 2485 |
| Cases Pending as of 12-31-2008 | 949  |

**Bedford Municipal Court**  
**2008 Annual Report - Continued**

**CIVIL DIVISION - Continued**

**Matters Heard in 2008**

|                                |      |
|--------------------------------|------|
| Dismissed                      | 2109 |
| Judgment for Plaintiff         | 256  |
| Judgment for Defendant         | 18   |
| Settled and Dismissed          | 242  |
| Satisfied                      | 1176 |
| Forcible Entry & Detainer      | 1314 |
| Limited Driving Privileges     | 220  |
| Bankruptcy                     | 288  |
| Replevin                       | 10   |
| Cognovit Note                  | 9    |
| Default                        | 4717 |
| Certified to Common Pleas      | 23   |
| Motions                        | 1346 |
| Citations to Show Cause        | 62   |
| Purged of Contempt             | 8    |
| Stipulation for Leave to Plead | 47   |

|                                |      |
|--------------------------------|------|
| Cases Pending as of 12-31-2008 | 2255 |
|--------------------------------|------|

|   |   |
|---|---|
| Jury Cases Pending as of 12-31-2007     | 6 |
| Jury Cases filed in 2008                | 8 |
| Jury Cases Disposed of W/O Jury in 2008 | 6 |
| Jury Cases Disposed of by Jury in 2008  | 1 |
| Jury Cases Pending as of 12-31-2008     | 7 |

**Breakdown of Civil Cases by Municipalities:**

|                      |      |
|----------------------|------|
| Bedford              | 1434 |
| Bedford Heights      | 1267 |
| Bentleyville         | 4    |
| Chagrin Falls        | 190  |
| Glenwillow           | 11   |
| Highland Hills       | 27   |
| Moreland Hills       | 38   |
| North Randall        | 93   |
| Oakwood              | 153  |
| Orange Village       | 42   |
| Solon                | 527  |
| Warrensville Heights | 1901 |
| Woodmere             | 83   |
| Other                | 2804 |



**Bedford Municipal Court**  
**2008 Annual Report - Continued**

|           |                                      |                        |
|-----------|--------------------------------------|------------------------|
| Receipts: | Civil and Small Claims               |                        |
|           | Clerk and Bailiff Fees (Court Costs) | \$ 803,695.75          |
|           | Marriage Fees                        | 1,380.00               |
|           | Deposit for Jury                     | 4,870.00               |
|           | Appraisers                           | 800.00                 |
|           | Security for Costs                   | 1,266.00               |
|           | Judgments                            | 1,703,892.32           |
|           | Miscellaneous                        | 16,284.22              |
|           | Reparation Fund                      | 175,169.24             |
|           | Capital Improvements                 | 66,739.00              |
|           | Special Programs Fund                | 57,750.00              |
|           | <b>Total Receipts</b>                | <b>\$ 2,831,846.53</b> |

|                |  |                        |
|----------------|--|------------------------|
| Disbursements: | Civil and Small Claims                         |                        |
|                | City of Bedford - Clerk and Bailiff            | \$ 803,365.31          |
|                | Marriage Fees                                  | 1,380.00               |
|                | Jury Refund                                    | 4,260.00               |
|                | Sheriff  | 376.22                 |
|                | Refunds, Transfers, Court of Appeals, Security | 118,562.09             |
|                | Judgments                                      | 1,626,948.40           |
|                | Appraisers                                     | 320.00                 |
|                | Reparation Fund                                | 175,110.83             |
|                | Capital Improvements                           | 66,363.00              |
|                | Special Programs Fund                          | 57,736.00              |
|                | Unclaimed Funds                                | 3,109.80               |
|                | <b>Total Disbursements</b>                     | <b>\$ 2,857,530.85</b> |

|           |                       |                     |
|-----------|-----------------------|---------------------|
| Receipts: | Landlord-Tenant       |                     |
|           | Rent Deposits         | \$ 11,829.00        |
|           | <b>Total Receipts</b> | <b>\$ 11,829.00</b> |

|                |                            |                    |
|----------------|----------------------------|--------------------|
| Disbursements: | Landlord-Tenant            |                    |
|                | City of Bedford - costs    | \$ 118.30          |
|                | Landlord-Tenant            | 8,267.73           |
|                | <b>Total Disbursements</b> | <b>\$ 8,386.03</b> |

**Bedford Municipal Court**  
**2008 Annual Report - Continued**

**TRUSTEESHIP DIVISION**

|                                 |   |
|---------------------------------|---|
| Pending as of 12-31-2007        | 2 |
| Accounts Filed in 2008          | 2 |
| Bankruptcy                      | 0 |
| Terminated for Non-Payment      | 2 |
| Terminated at Trustee's Request | 0 |
| Accounts Paid in Full           | 1 |
| Pending as of 12-31-2008        | 1 |

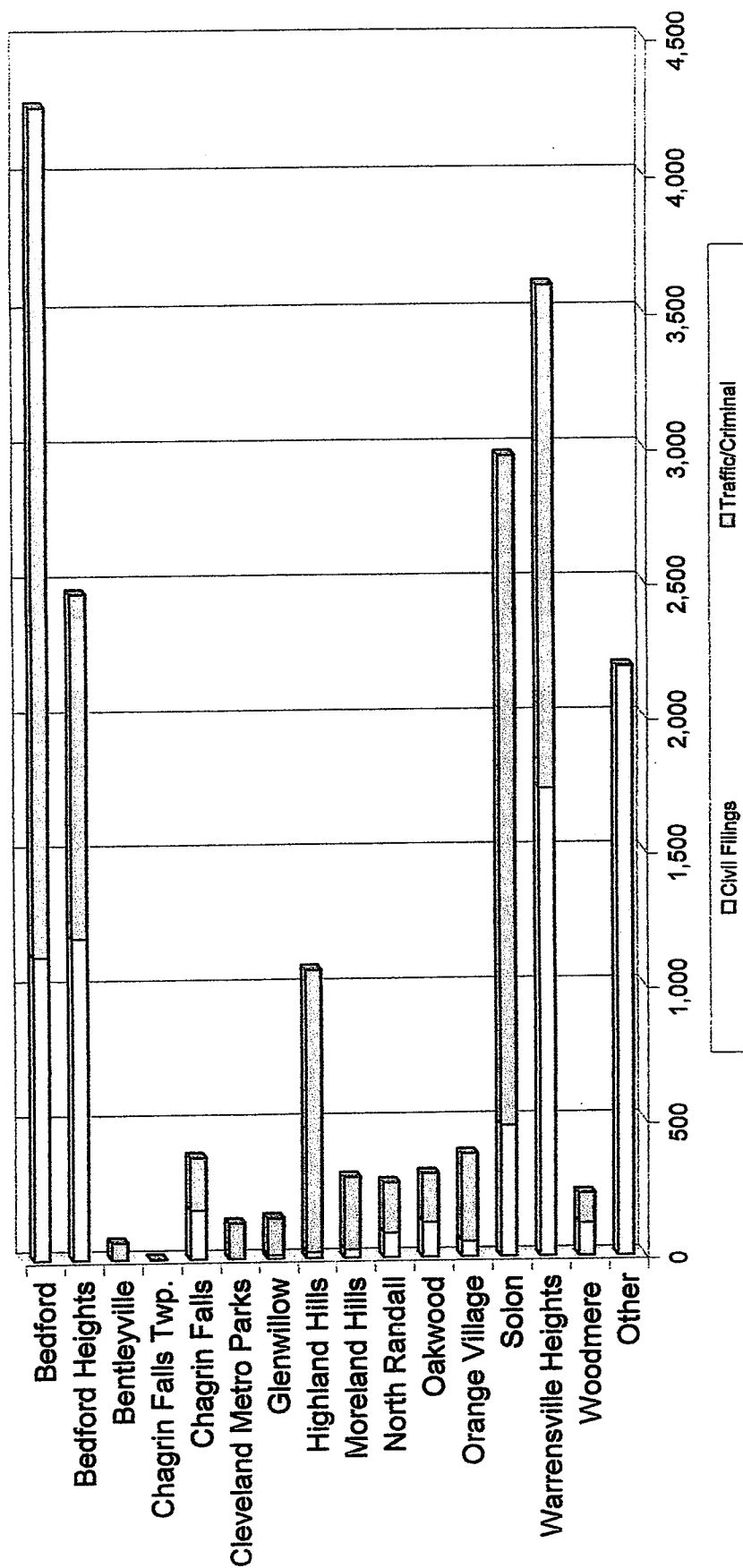
**Receipts:**

|              |           |                  |
|--------------|-----------|------------------|
| Debtor       | \$        | 11,262.50        |
| Filing Fees  |           | 20.00            |
| <b>Total</b> | <b>\$</b> | <b>11,282.50</b> |

**Disbursements:**

|                                     |           |                  |
|-------------------------------------|-----------|------------------|
| City of Bedford - Clerk and Bailiff | \$        | 254.45           |
| Creditor Payments                   |           | 10,558.05        |
| Refunds                             |           | 470.00           |
| Unclaimed Funds to City of Bedford  |           | 0.00             |
| <b>Total</b>                        | <b>\$</b> | <b>11,282.50</b> |

# Bedford Municipal Court New Case Filings for Year 2008 By Municipality

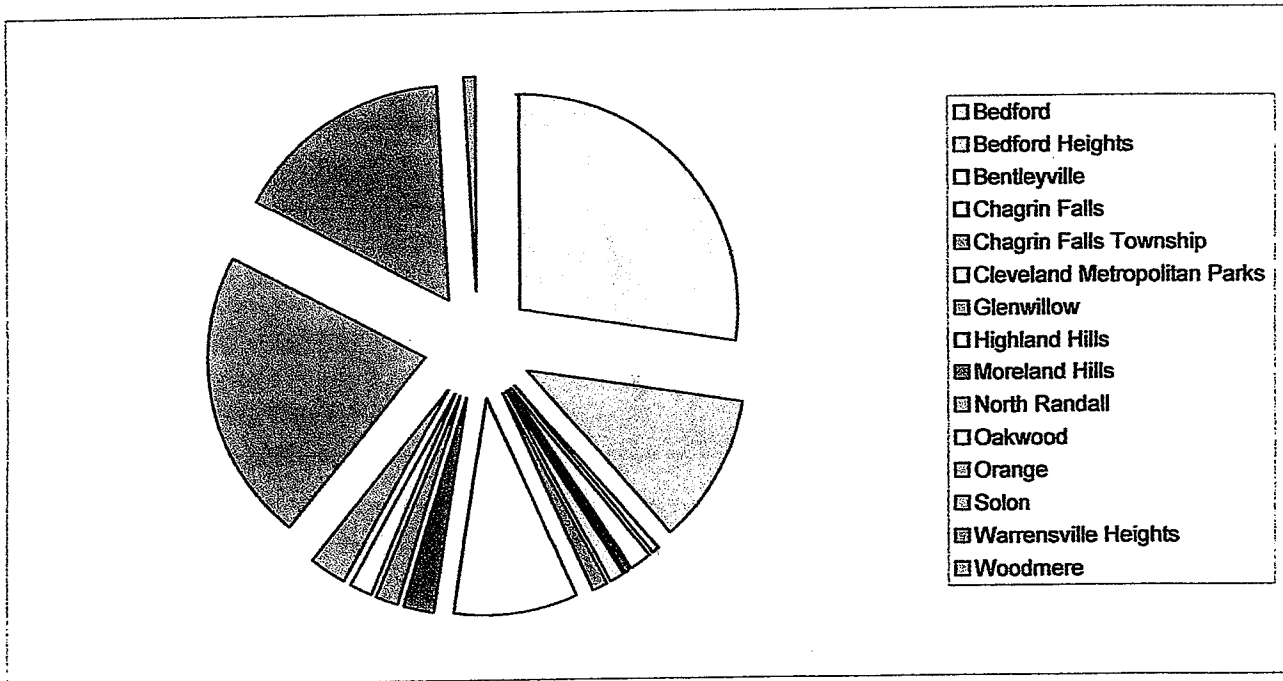


**Bedford Municipal Court 2008  
Annual Report - Continued**

**TRAFFIC/CRIMINAL DIVISION**

**Total Criminal/Traffic New Case Filings By Municipality**

|                           | Criminal - CRA<br>Felonies | Criminal - CRB<br>Misdemeanors | Traffic - TRC<br>DUI/BAC | Traffic<br>TRD | Total<br>Criminal/Traffic<br>Cases |
|---------------------------|----------------------------|--------------------------------|--------------------------|----------------|------------------------------------|
| Bedford                   | 89                         | 464                            | 42                       | 2540           | 3135                               |
| Bedford Heights           | 48                         | 228                            | 36                       | 966            | 1278                               |
| Bentleyville              | 0                          | 1                              | 4                        | 57             | 62                                 |
| Chagrin Falls             | 8                          | 50                             | 14                       | 124            | 196                                |
| Chagrin Falls Twsp.       | 0                          | 1                              | 0                        | 0              | 1                                  |
| Cleveland Metro Parks     | 0                          | 26                             | 1                        | 103            | 130                                |
| Glenwillow                | 0                          | 14                             | 7                        | 113            | 134                                |
| Highland Hills            | 6                          | 233                            | 108                      | 698            | 1045                               |
| Moreland Hills            | 2                          | 24                             | 11                       | 229            | 266                                |
| North Randall             | 7                          | 52                             | 10                       | 116            | 185                                |
| Oakwood                   | 5                          | 58                             | 14                       | 104            | 181                                |
| Orange                    | 2                          | 23                             | 15                       | 285            | 325                                |
| Solon                     | 62                         | 502                            | 124                      | 1800           | 2488                               |
| Warrensville Heights      | 66                         | 479                            | 24                       | 1297           | 1866                               |
| Woodmere                  | 13                         | 28                             | 1                        | 67             | 109                                |
| Liquor Board/ODNR         | 0                          | 1                              | 0                        | 0              | 1                                  |
| Other                     | 0                          | 0                              | 0                        | 0              | 0                                  |
| <b>Total By Case Type</b> | <b>308</b>                 | <b>2184</b>                    | <b>411</b>               | <b>8499</b>    | <b>11,402</b>                      |



**Bedford Municipal Court**  
**2008 Annual Report - Continued**

**TRAFFIC/CRIMINAL DIVISION -Continued**

|   |    |
|---|----|
| Jury Cases Pending as of 12-31-2007                     | 25 |
| Jury Demands Filed and Scheduled in 2008                | 78 |
| Jury Cases Disposed of W/O Jury in 2008                 | 60 |
| Jury Cases Disposed of as Scheduled Jury Trials in 2008 | 13 |
| Jury Cases Disposed of by Jury Trial in 2008            | 6  |
| Jury Cases Pending as of 12-31-2008                     | 24 |

**Domestic Violence**

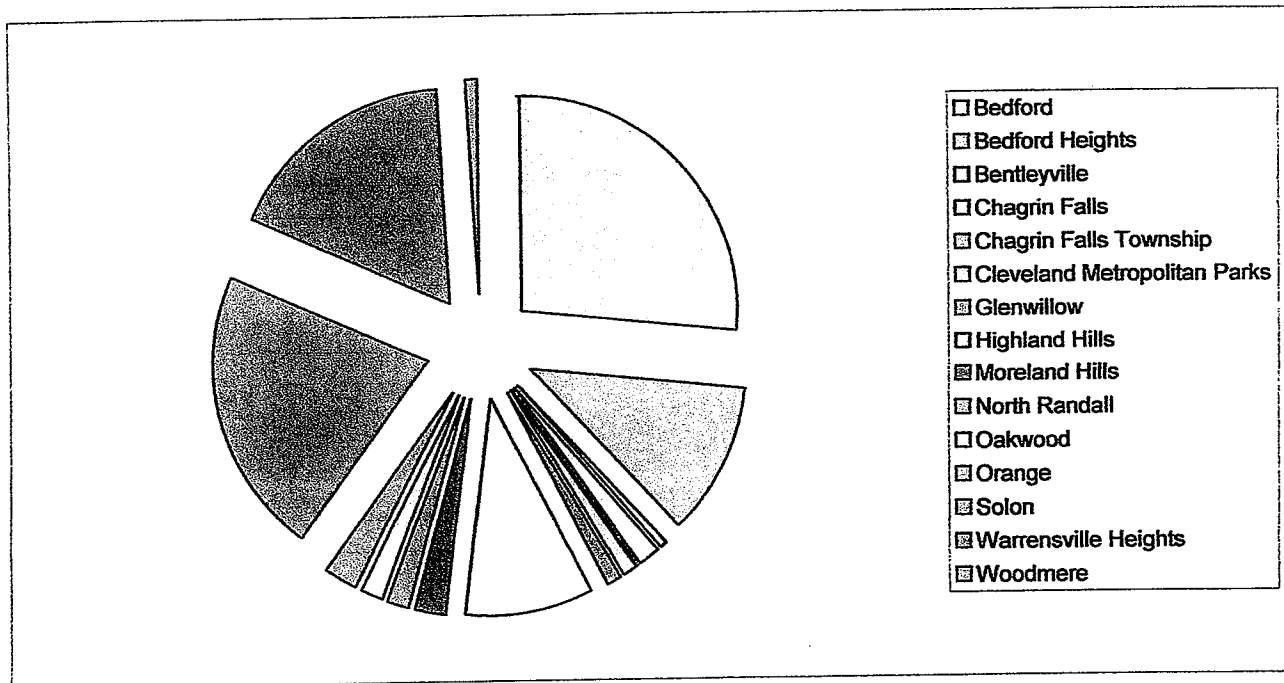
|                             |     |
|-----------------------------|-----|
| Bedford                     | 38  |
| Bedford Heights             | 50  |
| Bentleyville                | 0   |
| Chagrin Falls               | 10  |
| Chagrin Falls Township      | 0   |
| Cleveland Metropolitan Park | 0   |
| Glenwillow                  | 12  |
| Highland Hills              | 9   |
| Moreland Hills              | 0   |
| North Randall               | 8   |
| Oakwood                     | 14  |
| Orange                      | 4   |
| Solon                       | 54  |
| Warrensville Heights        | 102 |
| Woodmere                    | 13  |
| Total                       | 314 |

**Bedford Municipal Court 2008  
Annual Report - Continued**

**TRAFFIC/CRIMINAL DIVISION - Continued**

**Total Criminal/Traffic Cases Disposed By Municipality**

|                       | Criminal - CRA<br>Felonies | Criminal - CRB<br>Misdemeanors | Traffic - TRC<br>DUI/BAC | Traffic<br>TRD | Total<br>Criminal/Traffic<br>Cases |
|-----------------------|----------------------------|--------------------------------|--------------------------|----------------|------------------------------------|
| Bedford               | 92                         | 451                            | 47                       | 2624           | 3214                               |
| Bedford Heights       | 48                         | 240                            | 25                       | 1054           | 1367                               |
| Bentleyville          | 0                          | 1                              | 3                        | 49             | 53                                 |
| Chagrin Falls         | 7                          | 64                             | 20                       | 121            | 212                                |
| Chagrin Falls Twsp.   | 0                          | 1                              | 0                        | 0              | 1                                  |
| Cleveland Metro Parks | 0                          | 27                             | 1                        | 116            | 144                                |
| Glenwillow            | 0                          | 14                             | 3                        | 98             | 115                                |
| Highland Hills        | 8                          | 261                            | 81                       | 786            | 1136                               |
| Moreland Hills        | 2                          | 25                             | 16                       | 233            | 276                                |
| North Randall         | 7                          | 49                             | 11                       | 122            | 189                                |
| Oakwood               | 5                          | 64                             | 8                        | 125            | 202                                |
| Orange                | 2                          | 33                             | 13                       | 273            | 321                                |
| Solon                 | 64                         | 520                            | 119                      | 1889           | 2592                               |
| Warrensville Heights  | 65                         | 574                            | 32                       | 1439           | 2110                               |
| Woodmere              | 12                         | 33                             | 4                        | 57             | 106                                |
| Liquor Board/ODNR     | 0                          | 2                              | 0                        | 0              | 2                                  |
| Other                 | 0                          | 0                              | 0                        | 0              | 0                                  |
| Total By Case Type    | 312                        | 2359                           | 383                      | 8986           | 12,040                             |



**TRAFFIC/CRIMINAL DIVISION - Continued**

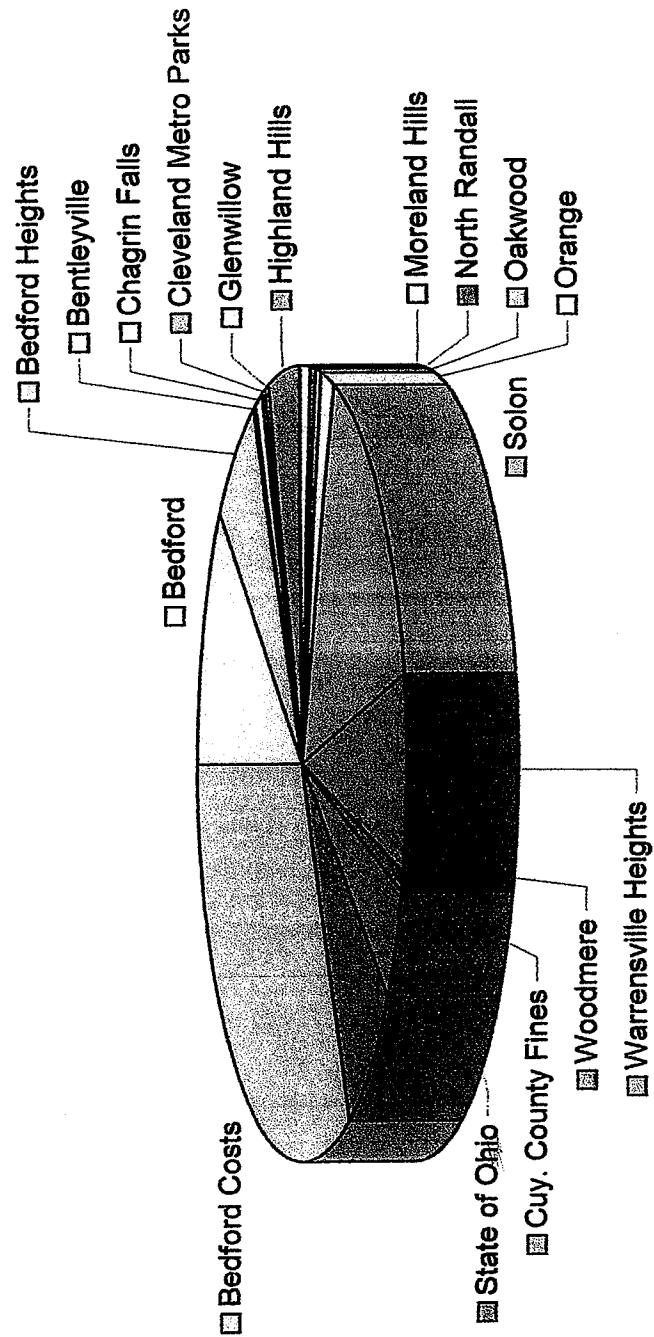
**Probation Department**

|   |     |
|---|-----|
| Placed on Active Probation in 2008                  | 439 |
| Placed on Inactive Probation in 2008                | 31  |
| Placed on Diversion in 2008                         | 74  |
| Cases Terminated Successfully in 2008               | 265 |
| Probation Violations Heard in 2008                  | 128 |
| Cases Transferred to Jail Reduction Program in 2008 | 4   |
| Probation cases with open warrants as of 12/31/2008 | 32  |
| Pre-Sentence Reports assigned in 2008               | 14  |
| Expungement Investigations assigned in 2008         | 93  |
| Drug and Alcohol Tests in 2008                      | 253 |

**Matters Heard or Disposed of in 2008**

|  |       |
|--|-------|
| State & Municipal Traffic                | 9,369 |
| State & Municipal Misdemeanors           | 2,359 |
| Felony Preliminary Hearings Held         | 14    |
| Felony Preliminary Hearings Waived       | 253   |
| Felonies Dismissed and Indicted          | 45    |
| Traffic Cases Paid by Waiver             | 3,579 |
| Misdemeanor Cases Paid by Waiver         | 84    |
| 5-Day Hearings                           | 2,856 |
| Extraditions                             | 7     |
| Criminal Rule 4E                         | 6     |
| Expungements                             | 126   |
| Contempt of Court - Guilty               | 1,156 |
| Contempt of Court - Purged               | 418   |
| Cases Disposed as N/A or Fugitive        | 919   |
| Search Warrants                          | 18    |
| Cases Re-opened                          | 1,409 |
| Warrants Issued                          | 3,164 |
| License Forfeitures - Warning Issued     | 1,102 |
| License Forfeitures Issued               | 621   |
| License Forfeitures Released/Cleared     | 526   |
| Show Causes to Bonding Companies         | 974   |
| Indigency Affidavits Counsel Assigned    | 1,800 |
| Motions for Temporary Protections Orders | 237   |
| Driving Permits                          | 467   |
| Motions for Continuance                  | 2,559 |
| Vehicles Booted                          | 42    |

# Bedford Municipal Court Disbursements in Year 2008 by Municipality





**Bedford Municipal Court**  
**2008 Annual Report - Continued**

**TRAFFIC/CRIMINAL DIVISION - Continued**

**Receipts:**

|   |    |              |
|---|----|--------------|
| Fines & Forfeitures                     | \$ | 1,055,842.52 |
| Costs                                   |    | 542,066.33   |
| Expungements                            |    | 3,500.00     |
| Restitution/Refund                      |    | 67,439.35    |
| Witness and Jury Fees                   |    | 4,495.00     |
| State Reparation Fund                   |    | 76,731.50    |
| State Revenue                           |    | 128,208.75   |
| Steno Fees                              |    | 14,515.50    |
| Capital Improvements                    |    | 79,887.75    |
| Special Projects Fund                   |    | 141,822.50   |
| CRIS/Crime Stoppers                     |    | 50,208.00    |
| Drug Law Enforcement Fund               |    | 3,969.00     |
| Indigent Defense Fund                   |    | 5,537.50     |
| Indigent Drivers Alcohol Treatment Fund |    | 1,899.50     |
| Totals                                  | \$ | 2,176,123.20 |

**Disbursements:**

Fines, Forfeitures and Expungements  
 by Municipality:

|                              |    |            |
|------------------------------|----|------------|
| City of Bedford              | \$ | 181,191.25 |
| City of Bedford Heights      |    | 110,586.75 |
| Village of Bentleyville      |    | 5,091.00   |
| Village of Chagrin Falls     |    | 22,345.00  |
| Cleveland Metro Parks System |    | 5,315.00   |
| Village of Glenwillow        |    | 9,485.00   |
| Village of Highland Hills    |    | 82,253.00  |
| Village of Moreland Hills    |    | 26,005.00  |
| Village of North Randall     |    | 12,224.00  |
| Village of Oakwood           |    | 17,462.50  |
| Village of Orange            |    | 29,609.75  |
| City of Solon                |    | 276,353.00 |
| City of Warrensville Heights |    | 137,395.77 |
| Village of Woodmere          |    | 10,572.00  |

Cuyahoga County

|                          |    |           |
|--------------------------|----|-----------|
| Fines                    | \$ | 81,579.50 |
| Expungements             |    | 1,410.00  |
| Child Restraints         |    | -         |
| Liquor                   |    | 4,349.00  |
| Chagrin Township         |    | -         |
| CRIS/Crime Stoppers Fund |    | 50,208.00 |
| Public Defenders Fund    |    | 24,946.00 |

**Bedford Municipal Court**  
**2008 Annual Report - Continued**

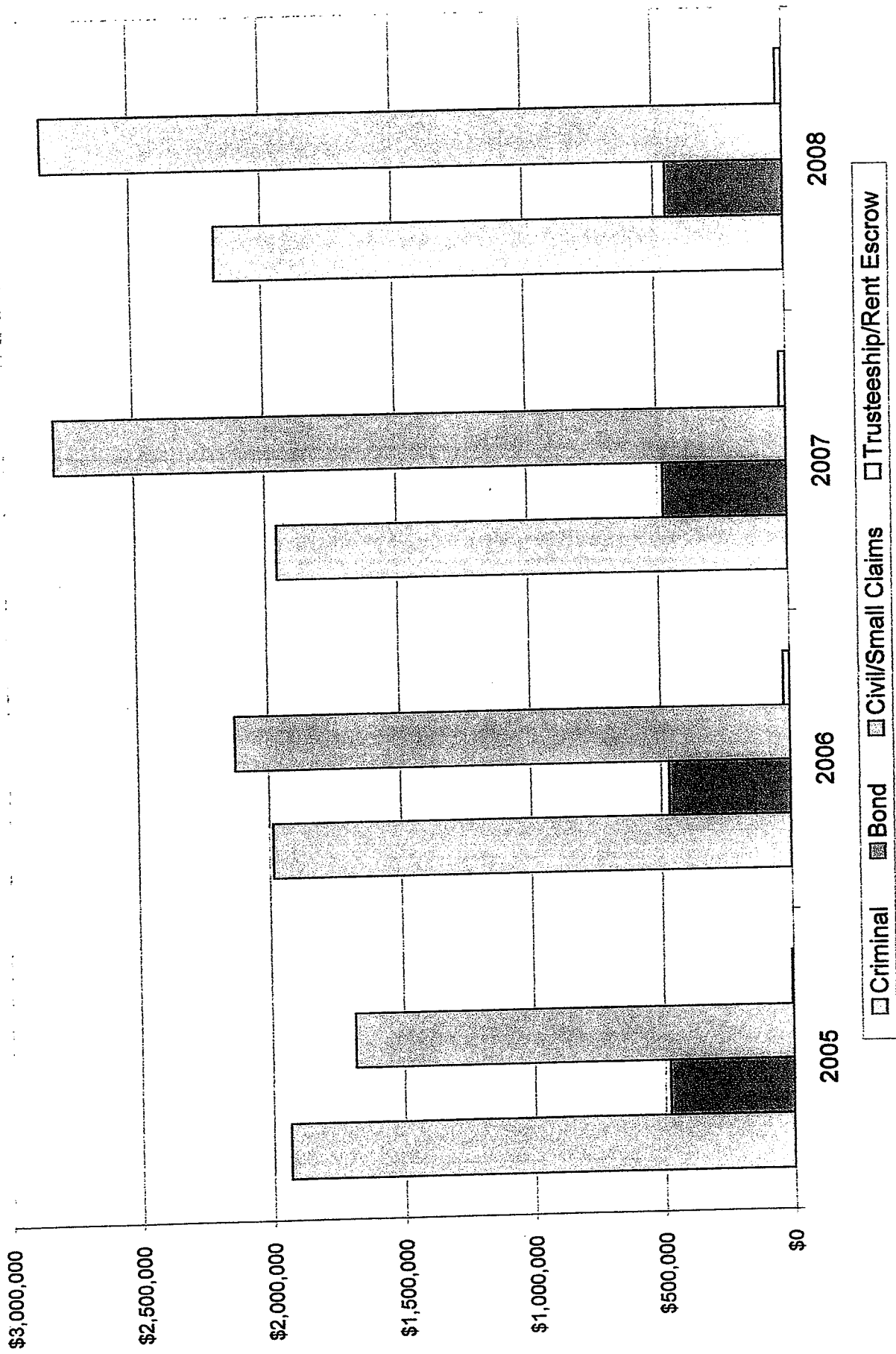
**TRAFFIC/CRIMINAL DIVISION - Continued**

|   |    |                       |
|---|----|-----------------------|
| State of Ohio   |    |                       |
| State Revenue   | \$ | 128,208.75            |
| State Reparation Fund                                 |    | 76,731.50             |
| Seat Belts  |    | 10,148.00             |
| Liquor  |    | 4,217.50              |
| O.D.T. Fines  |    | -                     |
| Child Restraints                                      |    | 1,630.00              |
| Expungements  |    | 690.00                |
| License Forfeiture Fees                               |    | 105.00                |
| Drug Enforcement Fund                                 |    | 3,969.00              |
| Indigent Defense Fund                                 |    | 5,537.50              |
| Indigent Drivers Alcohol Treatment Fund               |    | 1,899.50              |
| Costs: City of Bedford - Criminal/Traffic Court Costs |    |                       |
| Ordinances and State                                  |    | 542,066.33            |
| Witness & Jury Fees                                   |    | 4,495.00              |
| Capital Improvements                                  |    | 79,887.75             |
| Steno Fees  |    | 14,515.50             |
| Special Projects Fund                                 |    | 141,822.50            |
| OMVI Indigent   |    | 4,068.00              |
| Police Education                                      |    | 310.00                |
| Restitutions/Refunds                                  |    | 70,082.64             |
| Unclaimed Funds                                       |    | 1,917.50              |
| Total   |    | <u>\$2,180,683.99</u> |

**BOND DIVISION**

|  |                     |
|--|---------------------|
| Receipts / Cash Bonds                      | \$452,733.00        |
| Disbursements / Applied to Fines and Costs | \$231,596.45        |
| Refunds                                    | 192,904.55          |
| Forfeitures                                | 16,083.00           |
| Transfer of Funds                          | 23,298.00           |
| Unclaimed Funds to Bedford                 | 2,984.00            |
| Total                                      | <u>\$466,866.00</u> |

# **Bedford Municipal Court Prior Years Revenue Comparison**



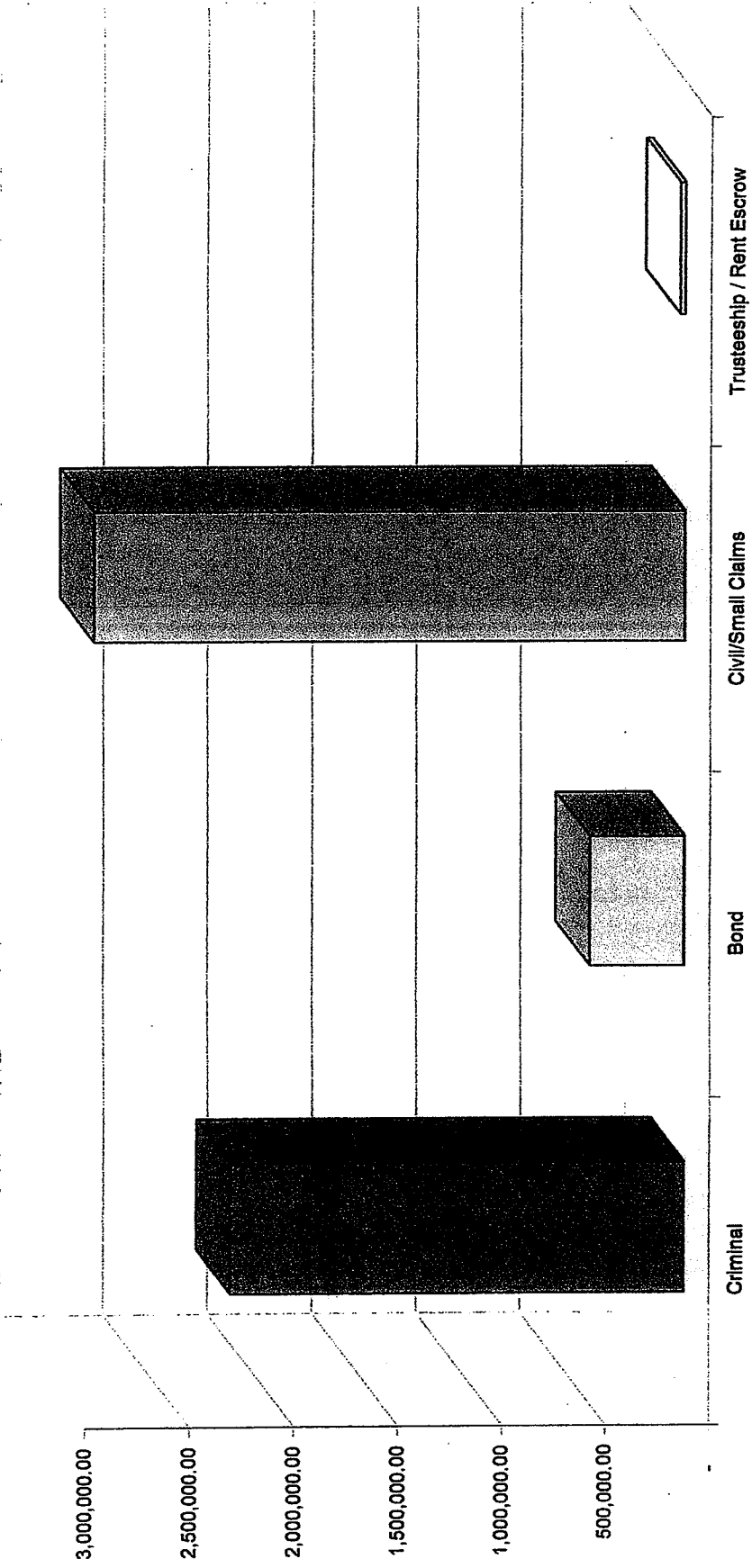
**Bedford Municipal Court**  
**2008 Annual Report - Continued**

**SUMMARY**

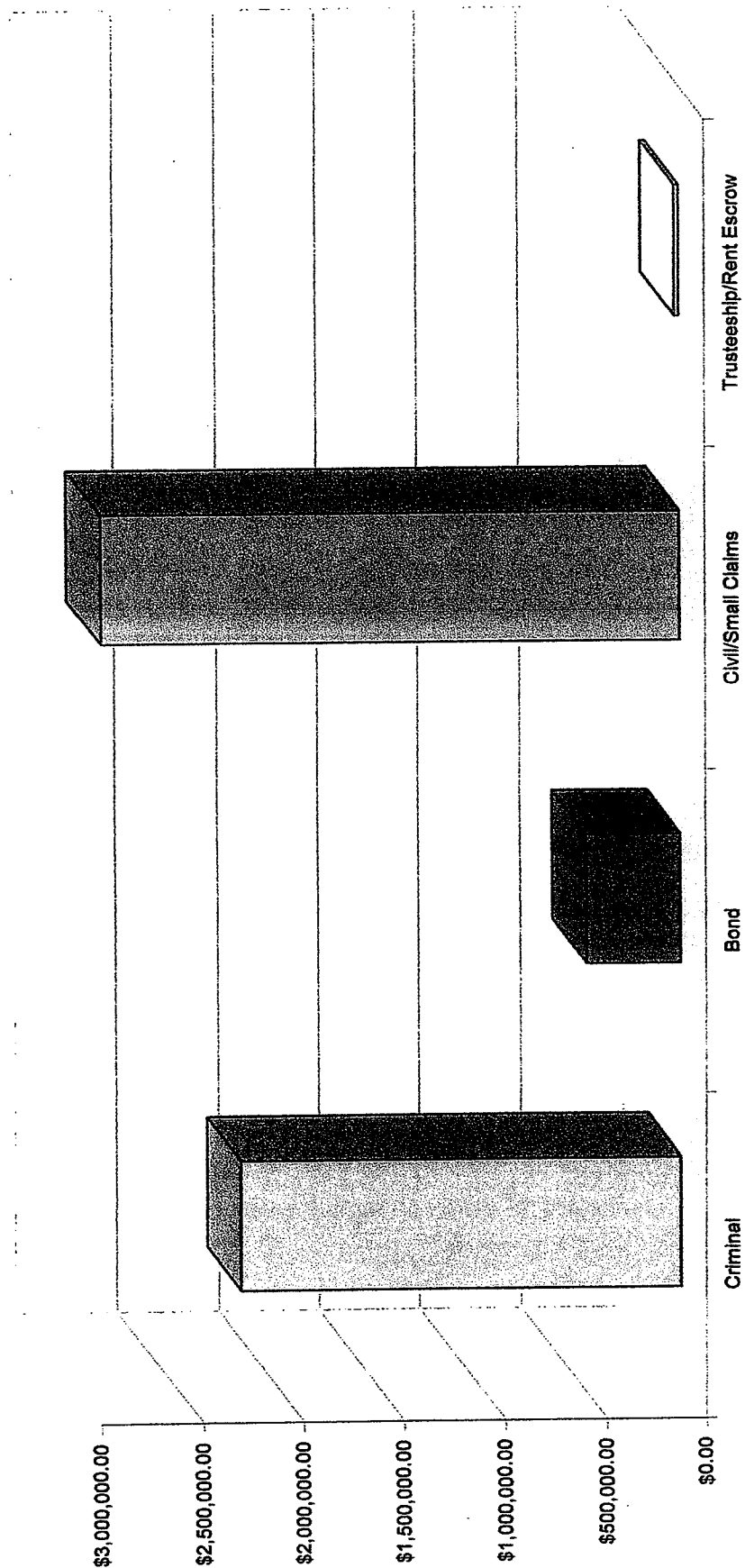
| <b>RECEIPTS:</b>   | <b><u>2005</u></b>    | <b><u>2006</u></b>    | <b><u>2007</u></b>    | <b><u>2008</u></b>    |
|--------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Criminal           | \$1,933,082.92        | \$1,984,605.74        | \$1,954,778.87        | \$2,176,123.20        |
| Bond               | 478,517.00            | 468,392.85            | 477,360.00            | 452,733.00            |
| Civil/Small Claims | 1,682,468.85          | 2,126,060.01          | 2,800,444.10          | 2,831,846.53          |
| Trusteeship        | 13,484.37             | 23,568.00             | 15,038.00             | 11,282.50             |
| Rent Escrow        | 4,515.00              | 6,478.00              | 9,065.00              | 11,829.00             |
| <b>TOTALS:</b>     | <b>\$4,112,068.14</b> | <b>\$4,609,104.60</b> | <b>\$5,256,685.97</b> | <b>\$5,483,814.23</b> |

| <b>DISBURSEMENTS:</b> | <b><u>2005</u></b>    | <b><u>2006</u></b>    | <b><u>2007</u></b>    | <b><u>2008</u></b>    |
|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Criminal              | \$1,933,082.92        | \$1,983,298.74        | \$1,953,611.12        | \$2,180,683.99        |
| Bond                  | 498,181.00            | 472,745.60            | 448,189.00            | 466,866.00            |
| Civil/Small Claims    | 1,662,892.29          | 2,135,188.92          | 2,808,206.96          | 2,857,530.85          |
| Trusteeship           | 14,416.89             | 25,177.78             | 17,796.06             | 11,282.50             |
| Rent Escrow           | 4,515.00              | 3,155.62              | 11,596.42             | 8,386.03              |
| <b>TOTALS:</b>        | <b>\$4,113,088.10</b> | <b>\$4,617,874.66</b> | <b>\$5,239,399.56</b> | <b>\$5,524,749.37</b> |

**Bedford Municipal Court  
Summary of Year 2008  
Receipts**



# **Bedford Municipal Court Summary of Year 2008 Disbursements**



**Bedford Municipal Court**  
**2008 Annual Report - Continued**

**FINANCIAL RECONCILIATION**

**BOND**

|                               |                     |
|-------------------------------|---------------------|
| Bank Balance as of 12-31-2008 | \$116,720.84        |
| Less Outstanding Checks       | (6,695.00)          |
| Deposit in Transit            | -                   |
| Open Items as of 12-31-2008   | <u>\$110,025.84</u> |

**CRIMINAL**

|                               |                   |
|-------------------------------|-------------------|
| Bank Balance as of 12-31-2008 | \$167,497.99      |
| Less Outstanding Checks       | (169,674.95)      |
| Deposit in Transit            | 6,913.00          |
| Open Items as of 12-31-2008   | <u>\$4,736.04</u> |

**CIVIL AND SMALL CLAIMS**

|                               |                    |
|-------------------------------|--------------------|
| Bank Balance as of 12-31-2008 | \$262,232.64       |
| Less Outstanding Checks       | (262,941.56)       |
| Deposit in Transit            | 22,182.05          |
| Open Items as of 12-31-2008   | <u>\$21,473.13</u> |

**TRUSTEESHIP**

|                               |               |
|-------------------------------|---------------|
| Bank Balance as of 12-31-2008 | \$2,740.36    |
| Less Outstanding Checks       | (2,906.06)    |
| Deposit in Transit            | 165.70        |
| Open Items as of 12-31-2008   | <u>\$0.00</u> |

**RENT ESCROW**

|                               |                   |
|-------------------------------|-------------------|
| Bank Balance as of 12-31-2008 | \$6,410.62        |
| Less Outstanding Checks       | (551.68)          |
| Deposit in Transit            | -                 |
| Open Items as of 12-31-2008   | <u>\$5,858.94</u> |

**JURY/WITNESS FEES**

|                               |                   |
|-------------------------------|-------------------|
| Bank Balance as of 12-31-2008 | \$6,528.35        |
| Less Outstanding Checks       | (\$944.60)        |
| Deposit in Transit            | -                 |
| Open Items as of 12-31-2008   | <u>\$5,583.75</u> |